

MINUTES OF MEETING (DRAFT)

26th SSC Meeting

Time: 1500 - 1630 (MYT)

Date: Thursday, 28th April 2022

Venue: Zoom Meeting https://zoom.us/j/93539952887 Meeting ID: 935 3995 2887 Passcode: 26@SSC

ATTENDEES

Name	Initial	Organisation	
1. Lim Sian Choo (Co-Chair)	LSC	Bumitama Group	Grower (INA) - Substantive
2. William Siow	WS	MPOA/IOI	Grower (MY) - Substantive
3. Ian Orrell	10	NBPOL	Grower (Smallholder) - Substantive
4. Olivier Tichit (Co-Chair)	OT	Musim Mas	P&T – Substantive
5. Sander van den Ende	SvE	SIPEF	Grower (RoW) - Substantive
6. Jenny Walther-Thoss	JWT	WWF Singapore	ENGO- Substantive
7. Mohammed Dao	MD	OLAM Group	Grower (RoW) – Alternate
1. Julia Majail	JM	RSPO Secretariat	
2. Javin Tan	JT	RSPO Secretariat	
3. Leena Ghosh	LG	RSPO Secretariat	
4. Khing Su Li	KSL	RSPO Secretariat	
Absence with apology:			
1. Anne Rosenbarger	AR	WRI	ENGO- Substantive
2. Rudy Prasetya	RP	TAP	Grower (INA) – Alternate
3. Brian Lariche	BL	Humana	SNGO - Substantive

AGENDA

Time	Item	Agenda	PIC
1500	1.0	Opening	Co-Chairs
	1.1	Acceptance of agenda	
	1.2	RSPO Antitrust Law	
	1.3	RSPO consensus-based decision making	
1510	2.0	Confirmation of the 25th MoM on 24th Mar 2022	Co-Chairs
	2.1	Matters arising from the previous meetings	
	2.2	Action Tracker	
	2.3	Progress Update WG/TF/SG under SSC	
1515	3.0	For Approval	
	3.1	Draft protocol for disclosure and recertification	KSL
	3.2	Terms of Reference of the Human Rights Working Group	LG
1530	4.0	For Update	
	4.1	Standard Review Updates	JT
1600		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	The RSPO Antitrust Law, consensus-based decision making, and Declaration of Conflict of Interest were read out to the Committee.		
2.0	Confirmation of the 25 th MOM SSC on 24 th Mar 2022		
2.1	Confirmation of Minutes of Meeting The minutes of the meeting were accepted/endorsed.		
2.2	Matters arising from the previous meetings Progress from the last meeting was presented and no comments were received from the SSC.		
2.3	Progress Update WG/TF/SG under SSC Committee highlighted the progress of GHG WG that looked into the GHG supply chain players. The Secretariat commented that it is still in the process of forming. The Committee suggested having external consultants to get an overview of GHG changes in various countries and formulate some plans/standards to guide the members to meet this global expectation.	Discussion on the GHG WG Way	
	Decision: Secretariat will discuss with Amir and come up with way forward plan and reach out to the Co-Chairs of SSC.	Forward plan Action by: Secretariat	
3.0	For Approval		
3.1	Draft protocol for disclosure and recertification The Secretariat presented the protocol on how to approach a situation during the disclosure for recertification and initial certification. This is due to a few situations that caused problems to proceed such as when there are inaccuracies/inconsistencies in the information of the unit of certification. The Secretariat highlighted that the implication of this protocol affects the needs for staffing in the Secretariat. The Secretariat also highlighted the plan to come up with an online disclosure for the updates and submission via MyRSPO and there will be a budget required for this.		



Committee highlighted on several issues:

- How to define approaching recertification timelines for the interim measures and when to start reaching out to members. Committee suggested having clarity on what "approaching" means.
- Issue on the treatment of the companies that have already disclosed successfully. There is a risk of having the same issues being looked back on. It needs to be clear for growers to update the disclosure and ensure consistency of information.
- Status of recertification as auditors need to verify the status of submission to RSPO regarding the disclosure, what are the specific requirements the auditor needs to look at when they verify as it will take some time for the process between growers, auditors and RSPO. There should be a clear timeline to ensure credibility of the process of RSPO.
- Issue of retrospective application of current standard the Committee mentioned that getting the same format of disclosure should not result in a different liability if it has passed disclosure. It will become an adjusted disclosure.

Decision:

The document was not approved due to several questions and comments raised by the Committee.

SSC members to provide their questions/comments/inputs to the Secretariat regarding the document within 2 weeks time. The Secretariat will suggest a time for specific discussion on the matter and provide clarity on all the questions raised.

3.2 **Terms of Reference of the Human Rights Working Group**

The Secretariat presented a decision paper for the updated Human Rights Working Group Terms of Reference, capsulating the main items such as the background, mandate, scope, composition, criteria.

Committee highlighted that the document has become clearer and more holistic in regards to what has been carried out and what is going to be carried out in the HRWG.

Decision:

SSC approved the revised Terms of Reference of the Human Rights Working Group document.

Note: Secretariat to seek written confirmation (by email) from SSC members

Email to SSC members to request for inputs regarding the draft protocol

Action by: Secretariat

Action by:



	representing SNGO for their endorsement of the above document.	Secretariat
3.3	HCV Guidance document for ISH The document was endorsed during the 24 th SSC Meeting and sent for proofreading as suggested. SSC approved to proceed to use the document.	
4.0	For Updates	
4.1	 Secretariat updated that the Steering Group has the full Committee members, with all the Co-Chairs from the four Standing Committees and the RSPO CEO. There are slight delays on the Task Forces formation and engagement of the Facilitation Team. The 1st SG meeting that was originally planned to take place in mid-April has been tentatively postponed to the week of 23-27 May. The Secretariat will send out a doodle poll to all the SG members for the 1st SG Meeting for a 1-2 hour time slot. The profiling of the Task Force membership will be presented to the SG for endorsement. There are a total of 17 Expressions of Interest to join the Technical Committee (TC) and most of them are from the independent experts. The Secretariat will reach out to RSPO members to inform that TC is not just by external stakeholders but also require representatives from the members. The same will also be sent to all the WG and TF under SSC. Secretariat will actively reach out to the Certification Bodies and SNGO as there is no representative from them thus far. The Secretariat will be able to formulate on the focus of the TC and list of targeted engagement after the 1st TF meeting. The P & C 2018 survey was closed on 18 April and a total of 503 responses were received. The consultant is now working on analysing the data and the initial result will be ready by 9 May 2022 and will be presented at the 1st SG meeting. The Secretariat also received comments/inputs on P&C 2018 that will be incorporated into the preparatory report for the 1st TF meeting to deliberate on. These comments were received from the BHCVWG, WWF-Malaysia and Impacts & MEL Unit within the Secretariat. Comments on specific criteria & indicators that will be tabled for respective TC's deliberation during the process. Comments were received from the HRWG on Principles 4 & 6, BioD unit on criteria 7.3, 7.1 and some criteria on P3 and Climate Change Unit on Principle 7. 	



	 On the engagement of the facilitation team, the Secretariat received a total of 3 proposals. The Secretariat has made a decision to go for another 2 weeks extension for the proposal sourcing. The Secretariat will only be able to finalize the selection of the facilitation team after Raya holidays on 9 May. Secretariat will also hire a temporary comms manager to support the communication of the Standards Review Process. The 1st TF meeting is now targeted in June which is delayed from the original date of April, thus the Standards Review Timeline will be updated accordingly. The Secretariat presented the 1st concern that was received from the Smallholder SC on 29 Mar and a follow up call was made on 7 April. Concerns raised include that the current process does not provide enough attention to ISH, the practicality of RISS review, the ambitious indicative timeline stated within the ToR and to have SH Technical Committee. The Secretariat will have another call with SHSC to discuss a possible win-win way forward prior to the 1st SG meeting. 	
5.0	Any Other Business	
	Next SSC meeting will be on 26 May 2022. As it is a public holiday in several countries, Secretariat will send a doodle poll to check the members' availability on 26 May.	

MEETING ENDED AT 1625 MYT