

**STATUS: Approved by RSPO EB on 26 Feb 2013**

## RSPO Dispute Settlement Facility

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### Mission Statement

To facilitate the resolution of disputes and management of conflicts between people and RSPO members, through a trusted, impartial and accessible process, resulting in compliance with RSPO standards, fair lasting solutions and the prevention of further social associated with palm production and consumption.

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### Terms of Reference for Advisory Group

#### 1. Mission of Dispute Settlement Facility (DSF)

To facilitate the resolution of disputes and management of conflicts between people and RSPO members, through a trusted, impartial and accessible process, resulting in compliance with RSPO standards, fair lasting solutions and the prevention of further social associated with palm production and consumption.

#### 2. Mandate of DSF Advisory Group

The DSF Advisory Group is to support the development of the RSPO DSF as an effective mechanism to fulfill its mission, and particularly as follows:

- 2.1 Analyse the relevance, effectiveness and impact of the RSPO DSF policies, procedures, operating tools;
- 2.2 Provide strategic guidance, recommendations and propose adjustments to the DSF policies, procedures and capacity as appropriate;
- 2.3 Support outreach and the promotion of the DSF as a useful mechanism for use by RSPO members and affected groups alike;
- 2.4 Provide advice and guidance to RSPO DSF on the management of a case or cases; and
- 2.5 The DSF Advisory Group reports to the DSF secretariat, and through the Secretariat, to the RSPO Executive Board.

### 3. Membership

- 3.1 Membership is open to all stakeholder groups represented within the RSPO;
- 3.2 Membership is by invitation and/or nomination by the RSPO membership sector, the DSF secretariat will seek to balance representation by stakeholder group, but this is not compulsory. The priority is to have a membership with the knowledge, skills and experience<sup>1</sup> needed to contribute effectively to the mission of the DSF and mandate of the Advisory Group;
- 3.3 Membership of the AG is on a voluntary basis and members are asked to serve for at least 2 years; and
- 3.4 AG members may be called upon to serve on a DSF Ad-hoc Expert Panel<sup>2</sup>.

### 4. Meetings & Decision Making

- 4.1 The AG will have a physical meeting at least once a year and by telephone and/or Internet conferences periodically;
- 4.2 Meetings are to be coordinated by the DSF secretariat;
- 4.3 The DSF secretariat is to provide regular updates to the Advisory Group, at least every [4 months]; and
- 4.4 The AG will set its own protocols for decision-making at its first meeting.

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<sup>1</sup> E.g. dispute resolution, mediation, FPIC, land use & customary rights, livelihoods, RSPO P&C and certification, communications, governance & strategy, local/national expertise in palm oil producing countries.

<sup>2</sup> Ad-hoc Expert Panel ToR