

# DRAFT 1 RSPO Principle & Criteria (P&C) 2023

Public commenting period: 1 Nov to 31 Dec 2022

## NOTES:

This Draft 1 of RSPO P&C 2023 is:

- 1) Meant for public comments and NOT to be used for implementation compliance check.
- 2) Introduction and Preamble chapters are meant for information and not for commenting.
- 3) There are indicators with options captured for comments with specific justification on the most fix to purpose option delivering to the intended outcomes.

## Introduction

This is a key document in the RSPO certification system containing the Principles and Criteria for sustainable palm oil production. The Principles and Criteria consist of the Preamble, 7 Principles and associated Criteria and Indicators; and a Definition of Terms.

The Preamble contains important information on RSPO Certification, arranged in the following sections:

1. The Roundtable on Sustainable Palm Oil (RSPO)
2. The Principles and Criteria (P&C)
3. Scope
4. National Interpretation (NI)
5. Interpretations and Disputes
6. Responsibility for Compliance
7. Certification Compliance
8. Associated Documents and References

*Terms* for which a definition is provided in the Definition of Terms are in italics.

## Effective Date

RSPO P&C 2023 was adopted by the RSPO membership at the xth General Assembly in [location] on [date] with immediate effect. The RSPO P&C 2023 shall be used for all new certification activities after [date of adoption].

Existing certified entities can continue to be certified after the [date of adoption] and before the completion of relevant National Interpretation (NI) of P&C 2023, by conducting a maximum of one further Annual Surveillance Assessment (ASA) against P&C 2018 (or relevant NI of P&C 2018), but shall demonstrate compliance to the RSPO P&C 2023 at the following ASA.

Subsequent review and revision of the RSPO P&C shall occur within a five-yearly cycle according to RSPO Standard Setting SOP.

The next review process of the RSPO P&C shall occur in 2026 (three years of the adoption of this P&C), with a view to completion of any necessary revisions within two years of the process.

## PREAMBLE

### 1 The Roundtable on Sustainable Palm Oil (RSPO)

The RSPO is a not-for-profit, international membership organisation established in 2004, that unites stakeholders from the seven sectors of the palm oil industry - oil palm producers, palm oil processors and traders, consumer goods manufacturers, retailers, banks and investors, environmental or nature conservation non-governmental organisations (NGOs), and social or developmental NGOs - to develop and implement global standards for sustainable palm oil production.

Sustainable palm oil production is comprised of legal, economically viable, environmentally appropriate and socially beneficial management and operations. To ensure the credibility of palm oil sustainability claims, all RSPO members who take legal ownership and produce or handle RSPO certified sustainable oil palm products need to be RSPO certified. RSPO certification ensures that all users and consumers are contributing to the production of Certified Sustainable Palm Oil (CSPO), and thereby reducing the negative social and environmental impact of conventional oil palm cultivation. At the heart of this process is the RSPO Principles and Criteria (P&C), a set of stringent standards for sustainable palm oil production that RSPO members must comply with.

RSPO remains committed to transparency and accountability. The RSPO provides systems to ensure that RSPO certified members abide by the standards. These include third-party certification, a system of accreditation for certification bodies, an open and transparent grievance mechanism, supply chain certification to end users, and traceability provided via the PalmTrace system. RSPO is also always working to improve its systems. This system allows members to market their products as the result of environmentally appropriate, socially beneficial and economically viable management - eventually seeking to market their products as RSPO certified.

### 2 The RSPO Principle & Criteria

RSPO first set of Principle & Criteria was adopted for pilot implementation in November 2005 and came in full effective as a Standard in November 2007. The RSPO Principle & Criteria 2007 was then updated in 2013 and 2018.

The RSPO P&C 2023 was a result of a comprehensive review and revision of P&C 2013 that commenced in January 2022 and was completed in October 2023. The RSPO P&C 2023 is accepted at the General Assembly by the RSPO members on [date]. The review of P&C 2023 was conducted in accordance with the RSPO Standard Operating Procedure For Standard Setting and Review 2020. The SOP was, in turn, developed in compliance with the ISEAL Code of Good Practice for Setting Social and Environmental Standards, Version 6 December 2014.

The RSPO Principles are the essential rules or elements of legal, economically viable, environmentally appropriate and socially beneficial management and operations. The indicators provide means of judging whether or not a Criteria has been fulfilled leading to a Principle. They are the foundation of the RSPO certification scheme and together with the Preamble and Definition of Terms, constitute the core of a comprehensive standards package.

Principles, Criteria and Indicators are normative; while Guidance and Procedural Note are informative. Critical Indicators are identified and are marked 'C' next to number of respective indicator.

Guidance serves to provide additional information assisting with the understanding, implementation and auditing. Specific Guidance has also been included for certain Indicators for clarity, as well as specific points to be addressed in National Interpretations. Procedural Note serves to indicate when and where there is a methodology or element of the standard is still under development to clarify terms, conditions and procedure prior to the said methodology or element being finalised.

The RSPO P&C 2023 need to be applied together with other associated documents for which respective associated **procedure**, **tool**, **guidance** and **manual** is provided within respective indicator are in Bold and Underlined.

### 3 Scope

The RSPO Principles and Criteria (RSPO P&C) is applicable for sustainable palm oil production worldwide. The RSPO P&C cover the most significant environmental and social impacts of palm oil production and the

The RSPO P&C apply to all production level companies, i.e. all mills, who do not fall under the definition of independent mill as outlined in the RSPO Supply Chain Certification (SCC) Standard; and to all growers, who do not meet the definition of Independent Smallholder or the applicability requirements as outlined in the RSPO Independent Smallholder (ISH) Standard and therefore cannot apply the RSPO ISH Standard. These are referred to as the *Unit of Certification* throughout this document.

The RSPO P&C apply to existing plantings, as well as planning, siting, development, expansion and new plantings.

The Principle & Criteria apply is applicable to all different types of FFB and palm oil producers. Specific Indicators developed applicable to specific mill-with-own-plantations; growers without mill with landholdings larger than 500ha; medium growers without mill with landholdings between 50.1ha to 500ha; and scheme smallholders with landholdings below 50.1ha.

### 4 National Interpretation (NI)

The Principles & Criteria is a generic document. Indicators and guidance contained within this generic Principles & Criteria document could be adapted for use by each country through National Interpretation process, to support implementation on the ground. RSPO encourages all palm oil producing countries to comply with the generic P&C, however if members of a particular country see the need for an NI, a process may be initiated. Until an NI has been developed and formally endorsed by the RSPO BoG, the applicable standard is the generic RSPO P&C.

Country's National Interpretation (NI) process shall only be initiated upon obtain of written approval from the RSPO Secretariat, [standard.development@rspo.org](mailto:standard.development@rspo.org). In view of the intensity of NI process that often lasts for more than 12 months; and in consideration of the 5-year review cycle of the P&C, all NI revision or development process initiated must be concluded no later than 36 months from the adoption of the P&C. No NI process shall be initiated after 24 months from the adoption of the P&C.

Should the generic P&C are updated (endorsed by the RSPO Board of Governors (BoG)), relevant updates to endorsed NI must be made within twelve (12) months from the endorsed date of updated generic P&C. Any update or revision needs to endorsed NI (i.e., due to substantial changes in the national legal context), within the same effective cycle period of existing P&C, such update/ revision process shall be initiated by country's NI Working Group. Written approval shall be obtained through RSPO Secretariat.

NI process shall be guided by the applicable **RSPO Standard Operating Procedure for Standard Setting and Review**.

### 5 Interpretations

The English version of the RSPO P&C generic document shall always prevail in case of any discrepancy or inconsistency between the English version and other translated versions. Where RSPO standards differ from local laws, the higher/stricter of the two shall always prevail and NIs are required to develop a list of applicable laws.

## 6 Certification Compliance

Compliance with the RSPO P&C and all requirements as outlined in associated documents is required in order for certification to be awarded. Responsibility for ensuring compliance with the Principles, Criteria and Indicators lies with the person(s) or entities that is/are the certificate holder referred to as 'RSPO Member'. RSPO Member is responsible for decisions, policies and management activities related to the *Unit of Certification (UoC)*. Accordingly, the *UoC* required to take corrective actions in the event of not being in compliance with the the Principles, Criteria and/or Indicators.

Compliance must be demonstrated with the normative part of the P&C, namely the Principles, Criteria and Indicators. Non-conformities (NCs) are raised at Indicator-level by auditors. The informative part is there to help with implementation of Indicators, but is not normative, nor can non-conformities be raised against this section.

NCs are graded into two categories, minor and major NCs. Any NC raised against Critical (C) indicators shall be graded as Major NC resulted in major Corrective Action Requests (CARs).

Non-compliance against indicators without marking with (C) shall be graded as Minor NC resulted in minor Corrective Action Requests (CARs).

## 7 References

The following documents are relevant for the application of this document and the latest version of all documents shall always prevail.

- New Planting Procedure (NPP)
- Management System Requirements and Guidance for Group Certification of FFB Production
- Rules on Market Communications and Claims
- Certification Systems for P&C and ISH Standard

Terms	Definitions	Source
Abuse of vulnerability	Taking advantage of a worker who lacks knowledge of local/national laws, languages, has limited livelihood opportunities, is from a minority religious or ethnic group, has disabilities or other limitations which causes the worker to be considered vulnerable.	Adapted from ILO 11 Indicators on Forced Labour
Agreement	An arrangement (usually informal) between two or more parties that is not enforceable by law.	RSPO P&C 2023
Biological control agent	Refers to the use of natural or modified organisms, gene products, to reduce the effects of undesirable organisms and to favor desirable organisms such as crops, beneficial insects, and microorganisms	<a href="#">Singh, S., Kumar, V., Dhanjal, D.S., Singh, J. (2020). Biological Control Agents: Diversity, Ecological Significances, and Biotechnological Applications. In: Singh, J., Yadav, A. (eds) Natural Bioactive Products in Sustainable Agriculture. Springer, Singapore.  https://doi.org/10.1007/978-981-15-3024-1_3</a>
Bribe	A bribe is an illegal or unethical gift or lobbying effort bestowed to influence the recipient's conduct. It may be money, goods, rights in action, property, preferment, privilege, emolument, objects of value, advantage, or merely a promise to induce or influence the action, vote, or influence of a person in an official or public capacity.	<a href="https://en.wikipedia.org/wiki/Bribery">https://en.wikipedia.org/wiki/Bribery</a>
Child	The term child applies to all persons under the age of 18.	ILO Minimum Age Convention, 1973 (No. 138) Worst Forms of Child Labour Convention, 1999 (No. 182)
Child labour	<p>Child labour is work that deprives children of their childhood, their potential and their dignity, and that is harmful to physical and mental development. The term applies to:</p> <ul style="list-style-type: none"> <li>• All children under 18 involved in the “worst forms of child labour” (as per ILO Convention No. 182)</li> <li>• All children aged under 12 taking part in economic activity; and</li> <li>• All 12 to 14-year-olds engaged in more than light work.</li> </ul> <p>The ILO defines light work as work that is not likely to be harmful to children’s health or development and not likely to be detrimental to their attendance at school or vocational training.</p> <p>Those under 18 years old should not engage in hazardous work that might jeopardise their physical, mental or moral well-being, either because of its nature or the conditions under which it is carried out. For young workers above the legal minimum age but below 18, there should be restrictions on hours of work and overtime; working at dangerous heights; with dangerous machinery, equipment and tools; transport of heavy loads; exposure to hazardous substances or processes; and difficult conditions such as night work at night.</p>	ILO Minimum Age Convention, 1973 (No. 138)

Terms	Definitions	Source
Communities	Communities refer to Indigenous Peoples, Tribal Peoples, Local Communities (including women, children, and people with disabilities), displaced persons, migrants, and other land users.	RSPO P&C 2023
Contract	Is a specific type of agreement that, by its terms and elements, is legally binding and enforceable in a court of law.	RSPO P&C 2023
Contract substitution	The practice of substituting or changing the terms of employment to which the worker originally agreed, either in writing or verbally, which results in worse conditions or less benefits. Changes to the employment agreement or contract are prohibited unless these changes are made to meet local law and provide equal or better terms.	ILO Report to the Committee examining alleged noncompliance by Qatar of Forced Labour
Contract worker	Contract worker refers to persons engaged in temporary work, or work for a specific period of time. It also refers to workers who are not employed directly by the company, but employed by a contractor or consultant with whom the company has a direct contract.	ILO, NonStandard Forms of Employment
Contractors	A person, firm, organisation, or company that undertakes a contract to provide materials or labour to perform a service or do a job.	RSPO P&C 2023
Core work	The primary area or activity that a company was founded to do or focuses on in its business operations. Core work pertains to work that is essential and desirable to the growth of the organisation.  All agricultural and milling activities are considered core work, e.g. planting, harvesting, fertilising, maintenance; FFB sorting and grading; machine-technical maintenance; and machine operation.	RSPO P&C 2018
Debt bondage	Debt bondage exists when a person is being forced to work to repay a debt and not being able to leave, or being forced to work and not being able to leave because of a debt. The debt can be incurred during the recruitment and hiring process, or while in employment as repayment of a loan or advance.	RSPO P&C 2023
Decent living wage	The remuneration received by a worker, for work performed on regular hours, in a particular place sufficient to afford a decent standard of living for the worker and her or his family.	Adapted from GLWC
Deception	Deception relates to the failure to deliver what has been promised to the worker, either verbally or in writing. Deceptive recruitment practices can include false promises regarding working conditions and wages, but also regarding the type of work, housing and living conditions, acquisition of regular migration status, job location or the identity of the employer.	Adapted from ILO 11 Indicators on Forced Labour
Discrimination	Any distinction, exclusion or preference which has the effect of nullifying or impairing equality of opportunity or treatment. This includes imposing unequal burdens or denying benefits, instead of treating each person fairly on the basis of individual merit.	Adapted from Bonsucro 5.1 2022, GRI 406: Non-Discrimination 2016
Due diligence	A risk management process implemented by a company to identify, prevent, mitigate, and account for how it addresses environmental and social risks and impacts in its operations, supply chains, and investments.	Draft AFI (July 2018).  Always refer to latest AFI definition
Eminent domain and expropriation	Eminent domain is the statutory power of governments to expropriate private property for public use or in the national interest, usually with the payment of compensation according to rates defined by law. Expropriation implies divesting persons of their property without requiring their agreement or consent.	RSPO P&C 2018

Terms	Definitions	Source
Extensive replanting on steep terrain	Any individual, contiguous planted area on steep terrain (>25 degrees) greater than 25 ha within the re-planting area.	RSPO P&C 2018
Facilitation payment	Bribes paid to facilitate routine government action[1]. A common example is where a government official is given money or goods to perform (or speed up the performance of) an existing duty[2].	[1] UK Bribery Act 2010 Guidance [2] UK Serious Fraud Office Bribery Act Guidance
Family farm	A farm operated and mostly owned by a family, for the growing of oil palm, sometimes along with subsistence production of other crops, and where the family provides the majority of the labour used. Such farms provide the principal source of income, and the planted area of oil palm is below 50 ha in size. Work by children is acceptable on family farms, under adult supervision; when not interfering with education programmes; when children are part of the family and when they are not exposed to hazardous working conditions.	RSPO P&C 2013
Food security	Food security is achieved when all people, at all times, have physical, social and economic access to sufficient, safe and nutritious food to meet their dietary needs and food preferences for an active and healthy life. Four dimensions of food security are commonly identified: food availability, food access, utilisation and stability.	FAO World Food Summit, 1996.  See FAO Policy Brief Issue 2, June 2006 for further detail.
Forced labour	All work or service which is exacted from any person under the menace of any penalty and for which said person has not offered him or herself voluntarily. This definition consists of three elements: 1. Work or service refers to all types of work occurring in any activity, industry or sector including in the informal economy. 2. Menace of any penalty refers to a wide range of penalties used to compel someone to work. 3. Involuntariness: The terms “offered voluntarily” refer to the free and informed consent of a worker to take a job and his or her freedom to leave at any time. This includes when an employer or recruiter makes false promises so that a worker takes a job he or she would not otherwise have accepted.	Adopted ILO, RSPO P&C 2023
Fragile soil	A soil that is susceptible to degradation (reduction in fertility) when disturbed. A soil is particularly fragile if the degradation rapidly leads to an unacceptably low level of fertility or if it is irreversible using economically feasible management inputs. (See also definition for ‘marginal soil’)	RSPO P&C 2018
Gender Equal	This refers to the equal rights, responsibilities and opportunities of women and men, and girls and boys.	UN Women, OSAGI Gender Mainstreaming - Concepts and definitions
Gender Sensitive	Policies and programmes that take into account the particularities pertaining to the lives of both women and men, while aiming to eliminate inequalities and promote gender equality, including an equal distribution of resources. Gender norms, roles and relations are considered, and actions are taken on the basis of that understanding (eg. women only hotline to report cases of sexual harassment and/or gender-based violence)	Adapted from Rainforest Alliance: Guidance F - Gender Equality Guide ( <a href="https://www.rainforest-alliance.org/wp-content/uploads/2020/12/guidance-f-gender-equality.pdf">https://www.rainforest-alliance.org/wp-content/uploads/2020/12/guidance-f-gender-equality.pdf</a> )



Terms	Definitions	Source
Gender-based violence	Harmful acts directed at a person or a group of persons based on their gender. It is rooted in gender inequality, the abuse of power and harmful norms. The term is primarily used to underscore the fact that structural, gender-based power differentials place women and girls at risk of multiple forms of violence. While women and girls suffer disproportionately from GBV, men and boys can also be targeted.	UN Women - <a href="https://www.unwomen.org/en/what-we-do/ending-violence-against-women/faqs/types-of-violence#:~:text=Violence%20against%20women%20and%20girls%20is%20defined%20as%20any%20act,public%20or%20in%20private%20life">https://www.unwomen.org/en/what-we-do/ending-violence-against-women/faqs/types-of-violence#:~:text=Violence%20against%20women%20and%20girls%20is%20defined%20as%20any%20act,public%20or%20in%20private%20life</a>
Greenhouse gas	Greenhouse gases (GHGs) are those gaseous constituents of the atmosphere, both natural and anthropogenic, that absorb and emit radiation at specific wavelengths within the spectrum of thermal infrared radiation emitted by the Earth's surface, the atmosphere itself, and by clouds.  GHGs are measured in terms of their global warming potential – the impact a GHG has on the atmosphere expressed in the equivalent amount of carbon dioxide CO <sub>2</sub> (CO <sub>2</sub> e). Greenhouse gases regulated by the Kyoto Protocol include: carbon dioxide (CO <sub>2</sub> ), methane (CH <sub>4</sub> ), nitrous oxides (N <sub>2</sub> O), Hydrofluorocarbons (HFCs), perfluorocarbons (PFC), and sulphur hexafluoride (SF <sub>6</sub> ).	Intergovernmental Panel on Climate Change (IPCC) Data Distribution Centre
Growers	Growers are beneficial owners, land owners or businesses with more than 500 ha (accumulative) of cultivated and harvested oil palms.	RSPO P&C 2023
H&S Committee	A group, consisting of the employer and workers, that looks into the development of safety and health rules and safe systems of work, reviews the effectiveness of safety and health programs, conducts investigations on trends of accidents that occur at the place of work, reviews the health and safety policies and makes recommendations.	Adapted from Occupational Safety and Health Act (OSHA) 1994 (Act 514)
Hazardous work	Hazardous work is work performed in hazardous conditions; or “in the most hazardous sectors and occupations, such as agriculture, construction, mining, or ship-breaking, or where working relationships or conditions create particular risks, such as exposure to hazardous agents, such as chemical substances or radiation, or in the informal economy.” ( <a href="https://www.ilo.org/safework/areasofwork/hazardouswork/lang--en/index.htm">https://www.ilo.org/safework/areasofwork/hazardouswork/lang--en/index.htm</a> )  Hazardous work is also defined as “any work which is likely to jeopardise children’s physical, mental or moral health, safety or morals” and which “should not be done by anyone under the age of 18.” ( <a href="https://www.ilo.org/ipec/facts/ILOconventiononchildlabour/lang--en/index.htm">https://www.ilo.org/ipec/facts/ILOconventiononchildlabour/lang--en/index.htm</a> )	Article 3 (d) of ILO Convention concerning the Prohibition and Immediate Action for the Elimination of the Worst Forms of Child Labour, 1999 (No. 182)
High Carbon Stock forest	Forests that have been identified using the High Carbon Stock Approach (HCSA) Toolkit	HCSA website <a href="http://www.highcarbonstock.org">www.highcarbonstock.org</a>

Terms	Definitions	Source
High Conservation Value (HCV) areas:	<p>The areas necessary to maintain or enhance one or more High Conservation Values (HCVs):</p> <p><b>HCV 1 – Species diversity;</b> Concentrations of biological diversity including endemic species, and rare, threatened or endangered (RTE) species, that are significant at global, regional or national levels.</p> <p><b>HCV 2 – Landscape-level ecosystems, ecosystem mosaics and Intact Forest Landscapes (IFL);</b> Large landscape-level ecosystems, ecosystem mosaics and IFL that are significant at global, regional or national levels, and that contain viable populations of the great majority of the naturally occurring species in natural patterns of distribution and abundance.</p> <p><b>HCV 3 – Ecosystems and habitats;</b> RTE ecosystems, habitats or refugia.</p> <p><b>HCV 4 – Ecosystem services;</b> Basic ecosystem services in critical situations, including protection of water catchments and control of erosion of vulnerable soils and slopes.</p> <p><b>HCV 5 – Community needs;</b> Sites and resources fundamental for satisfying the basic necessities of local communities or indigenous peoples (for livelihoods, health, nutrition, water, etc.), identified through engagement with these communities or indigenous peoples.</p> <p><b>HCV 6 – Cultural values;</b> Sites, resources, habitats and landscapes of global or national cultural, archaeological or historical significance, and/or of critical cultural, ecological, economic or religious/sacred importance for the traditional cultures of local communities or indigenous peoples, identified through engagement with these local communities or indigenous peoples.</p>	High Conservation Value Resource Network (HCVRN) Common Guidance for Identification of HCVs 2017
High Forest Cover Country (HFCC)	Countries defined as having >60% forest cover (based on recent, trusted REDD+ and national data); <1% oil palm cover; a deforestation trajectory that is historically low but increasing or constant; and a known frontier area for oil palm or where major areas have been allocated for development	RSPO No Deforestation consultancy: HFCC Proforest, 2018
High Forest Cover Landscape (HFCL)	Landscapes having >80% forest cover. Landscape as defined under HCSA Toolkit (Module 5): “The size of a landscape may be determined by (a) identifying the watershed or the geographical land unit containing a cluster of interacting ecosystems; (b) selecting a unit size that encompasses the plantation concession and a buffer of the surrounding area (e.g. 50,000 ha or 100,000 ha); or (c) using a radius of 5 km from the area of interest (for instance, the planned concession).”	HCSA Toolkit (v2)
Human Rights Defenders (HRD)	Individuals, groups and associations who promote and protect universally recognised human rights and contribute to the effective elimination of all forms of violations of human rights and fundamental freedoms of individuals and peoples. This definition includes Environmental HRD, whistleblowers, complainants and community spokespersons. This definition does not include those individuals who commit or propagate violence.	RSPO policy on the protection of HRD, Whistleblowers, Complainants and Community Spokesmen (endorsed by BoG on 24 Sept 2018)
Human Rights Defenders (HRDs)	Individuals, groups and associations who promote and protect universally recognised human rights and contribute to the effective elimination of all forms of violations of human rights and fundamental freedoms of individuals and peoples. This definition includes Environmental HRD, whistleblowers, complainants, community spokespersons and workers. This definition does not include those individuals who commit or propagate violence.	RSPO P&C 2023

Terms	Definitions	Source
Illegitimate, unreasonable and undisclosed costs	Extra-contractual, undisclosed, inflated or illicit costs are never legitimate. Anti-bribery and anti-corruption regulation should be complied with at all times and at any stage of the recruitment process. Examples of such illegitimate costs include: bribes, tributes, extortion or kickback payments, bonds, illicit cost-recovery fees and collaterals required by any actor in the recruitment chain.	ILO 2020, A global comparative study on defining recruitment fees and related costs: Interregional research on law, policy and practice.
In good faith	The principle of good faith implies that the parties make every effort to reach an agreement, conduct genuine and constructive negotiations, avoid unjustified delays in negotiations, respect agreements concluded and applied in good faith, and give sufficient time to discuss and settle collective disputes. In the case of multinational enterprises, such companies should not threaten to transfer the whole or part of an operating unit from the country concerned in order to unfairly influence negotiations.	ILO Q&As on business and collective bargaining
Independent Smallholder	All smallholder farmers that are not considered to be Scheme Smallholders [see definition for Scheme Smallholders] are considered Independent Smallholder farmers.	RSPO ISH Standard 2019
Indigenous peoples	<p>Persons and groups of persons that can be identified or characterised as follows:</p> <ul style="list-style-type: none"> <li>• People who self-identify as Indigenous and are accepted as such by their community</li> <li>• Descent from populations, who inhabited the country or geographical region at the time of conquest, colonisation or establishment of present state boundaries</li> <li>• Strong link to territories and surrounding natural resources</li> <li>• Retain some or all of their own distinct social, economic or political systems, irrespective of their legal status</li> <li>• Distinct language, culture and beliefs</li> <li>• Resolve to maintain and reproduce their ancestral environments and systems as distinctive peoples and communities.</li> </ul>	RSPO P&C 2023
Indigenous Peoples	<p>Persons and groups of persons that can be identified or characterised as follows:</p> <ul style="list-style-type: none"> <li>• People who self-identify as Indigenous and are accepted as such by their community</li> <li>• Descent from populations, who inhabited the country or geographical region at the time of conquest, colonisation or establishment of present state boundaries</li> <li>• Strong link to territories and surrounding natural resources</li> <li>• Retain some or all of their own distinct social, economic or political systems, irrespective of their legal status</li> <li>• Distinct language, culture and beliefs</li> <li>• Resolve to maintain and reproduce their ancestral environments and systems as distinctive peoples and communities.</li> </ul> <ul style="list-style-type: none"> <li>• Retain some or all of their own distinct social, economic or political systems, irrespective of their legal status</li> <li>• Distinct language, culture and beliefs</li> <li>• Resolve to maintain and reproduce their ancestral environments and systems as distinctive peoples and communities.</li> </ul>	Adapted from United Nations Permanent Forum on Indigenous Issues, Factsheet 'Who are Indigenous Peoples' October 2007; United Nations Development Group, 'Guidelines on Indigenous Peoples' Issues' United Nations 2009, United Nations Declaration on the Rights of Indigenous Peoples, 13 September 2007, ILO Convention 169
Integrated Pest Management (IPM)	IPM is the careful consideration of all available pest control techniques and subsequent integration of appropriate measures that discourage the development of pest populations and keep pesticides and other interventions to levels that are economically justified and reduce or minimise risks to human health and the environment. IPM emphasises the growth of a healthy crop with the least possible disruption to agro-ecosystems and encourages natural pest control mechanisms.	FAO 2013 <a href="http://www.fao.org/agriculture/crops/thematicitemap/theme/pests/ipm/en/">http://www.fao.org/agriculture/crops/thematicitemap/theme/pests/ipm/en/</a>

Terms	Definitions	Source
Intimidation and harassment (including threats)	Refers to a range of unacceptable behaviours that results in physical, psychological, sexual, or economic harm. Examples include: i) Any threat of dispossession of land, forced removal or relocation ii) Any threat to deny access to resources on land e.g. water, agriculture, sacred grounds etc. iii) Any threat against community members during receipt of grievances iv) Any threat or abuse of power by military, paramilitaries, or security personnel (contracted by the unit of certification) against community members (includes sexual favours) v) Any threat or coercion against community members in signing agreements related to relinquishing of land rights or resources vi) Persistent verbal abuse	RSPO P&C 2023
ISO standards	Refers to a range of unacceptable behaviours that results in physical, psychological, sexual, or economic harm. Examples include: Communities i) Any threat of dispossession of land, forced removal or relocation ii) Any threat to deny access to resources on land e.g. water, agriculture, sacred grounds etc. iii) Any threat against community members during receipt of grievances iv) Any threat or abuse of power by military, paramilitaries, or security personnel (contracted by the unit of certification) against community members (includes sexual favours) v) Any threat or coercion against community members in signing agreements related to relinquishing of land rights or resources vi) Persistent verbal abuse	ISO: www.iso.org
Labour recruiters	NOTE: be certain to align text in all places that refer to this definition in the P&C (e.g. also 6.6 with workers examples and 2x Human Rights Defenders) Remove the phrase referring to whether single occurrence or repeated and amend examples accordingly. ie. verbal abuse refers not to a single occurrence but persistent while a threat, sexual or physical assault may be a single occurrence.	RSPO P&C 2023
Land clearing	Conversion of land from one land use to another. Clearing actively managed oil palm plantation to replant oil palm is not considered land clearing. Within existing certified units, clearing of less than 10 ha is <b>not</b> considered new land clearing.	RSPO P&C 2018
Landfill	A site for the disposal of waste materials	RSPO P&C 2023
Landscape	A geographical mosaic composed of interacting ecosystems resulting from the influence of geological, topographical, soil, climatic, biotic and human interactions in a given area.	IUCN <a href="https://www.iucn.org/downloads/en_iucn_glossary_definitions.pdf">https://www.iucn.org/downloads/en_iucn_glossary_definitions.pdf</a>
Landscape level	The size of a landscape may be determined by (a) identifying the watershed or the geographical land unit containing a cluster of interacting ecosystems; (b) selecting a unit size that encompasses the plantation concession and a buffer of the surrounding area (e.g. 50,000 ha or 100,000 ha); or (c) using a radius of 5 km from the area of interest (i.e. planned concession boundaries).	HCV-HCSA Assessment Manual 2017
Legal due diligence	The term 'legal due diligence' is commonly defined as an investigation, review performed and/or research conducted on a company or business asset or a business, to confirm the facts of a matter under consideration before entering into an agreement with another party. The idea behind this investigation or review is to make sure that the investment or purchase is beneficial and to understand if there will be any future legal problems due to this acquisition. The investigation seeks to reveal all. Once the facts are collected and analysed, an informed decision can be made.	RSPO P&C 2023

Terms	Definitions	Source
Livelihood	A person's or a group's way of making a living, from their environment or in the economy, including how they provision their basic needs and assure themselves and following generations secure access to food, clean water, health, education, housing and the materials needed for their life and comfort either through their own direct use of natural resources or through exchange, barter, trade or engagement in the market.	RSPO P&C 2013
Local communities	Persons or groups of persons living and/or working in or adjacent to the unit of certification operations that are economically, socially or environmentally impacted by the unit of certification's operations.	RSPO P&C 2023
Management documents	Management documents are documented information and evidence to interact with the RSPO P&C. It shall be in the form of manual, working procedures, report and records that subject to be audited and reviewed periodically.	ISO 9001 QMS – <a href="https://advisera.com">https://advisera.com</a>
Marginal soil	A soil that is unlikely to produce acceptable economic returns for the proposed crop at reasonable projections of crop value and costs of amelioration. Degraded soils are not marginal soils if their amelioration and resulting productivity is cost effective. (See also definition for 'fragile soil'.)	RSPO P&C 2018
Medium Grower	Medium Growers are beneficial owners, land owners or businesses with more than 50 ha and up to 500 ha (accumulative) of cultivated and harvested oil palms.	RSPO P&C 2023
Migrant	A person who moves away from his or her place of usual residence, whether within a country (internal migrant) or across an international border (international migrant), temporarily or permanently, and for a variety of reasons.	<u>Adapted from IOM UN Migration - <a href="https://www.iom.int/key-migration-ter">https://www.iom.int/key-migration-ter</a></u>
Migrant worker	A person who migrates from one country to another with a view to being employed otherwise than on his own account and includes any person regularly admitted as a migrant for employment. Migrants are defined as those who cross international boundaries for the purposes of employment, and do not include those workers who move within a country for the purposes of employment.	RSPO P&C 2013
Migrant Worker Status	A person who moves away from his or her place of usual residence, whether within a country (internal migrant) or across an international border (international migrant), temporarily or permanently, and for a variety of reasons.	RSPO P&C 2023
Natural ecosystems	All land with natural, native vegetation, including but not limited to native forests, riparian vegetation, natural wetlands, peatlands, grasslands, savannahs, and prairies.	RSPO P&C 2018
New planting	Planned or proposed planting on land not previously cultivated with oil palm.	NPP 2015
Operations	All activities planned and/or undertaken by the management unit within the boundaries of the palm oil mill and its supply base.	RSPO P&C 2013
Other conservation areas	Areas (in addition to HCV, HCS forests and peatland conservation areas) that are required to be conserved by the RSPO P&C (such as riparian areas and steep slopes) and other areas allocated by the unit of certification.	RSPO P&C 2018
Parties	The persons, firms, organisations or companies who are directly involved or interested in any act, affair, contract, transaction, or legal proceeding; opposing litigants.	RSPO P&C 2023

Terms	Definitions	Source
Peat	A soil with cumulative organic layer(s) comprising more than half of the upper 80 cm or 100 cm of the soil surface containing 35% or more of organic matter (35% or more Loss on Ignition) or 18% or more organic carbon. Note for management of existing plantations in Malaysia and Indonesia, a narrower definition has been used, based on national regulations: namely soil with an organic layer of more than 50% in the top 100 cm containing more than 65% organic matter.	PLWG2 July 2018 Derived from FAO and USDA definition for histosols (organic soils) (FAO 1998, 2006/7; USDA 2014)
Pesticide	Substances or a mixture of substances intended for preventing, destroying, repelling or mitigating any pest. Pesticides are categorised into four main substituent chemicals: herbicides; fungicides; insecticides and bactericides.	RSPO P&C 2013
Physical violence	<p>Examples include:</p> <p>Workers</p> <ul style="list-style-type: none"> <li>i) Forcing workers to undertake tasks or other forms of work in addition to their contracted work duties through violence</li> <li>ii) Forcing workers to take drugs or alcohol so as to have greater control over them</li> <li>iii) Physical abduction, kidnapping or other forms of extreme violence which can be used to force a person to work</li> </ul> <p>Communities</p> <ul style="list-style-type: none"> <li>i) Use of physical violence against community members in signing agreements related to relinquishing of land rights or resources</li> <li>ii) Forced dispossession of land, removal or relocation through the use of violence</li> <li>iii) Excessive use of force by military, paramilitaries, or security personnel (contracted by the unit of certification) against community members</li> </ul>	Adapted from ILO 11 Indicators on Forced Labour
Plan	A time-bound and detailed scheme, programme, or method for achieving objective(s) and desired outcome(s). Plans shall have clear targets with timelines for delivery, actions to be taken and a process for monitoring progress, adapting plans to changing circumstances and reporting. Plans shall also include the identification of named individuals or positions responsible for the delivery of the plan. There shall be evidence that sufficient resources are available to carry out the plan and the plan is implemented in full.	RSPO P&C 2013

Terms	Definitions	Source
Primary forest	<p>Naturally regenerated forest of native tree species, where there are no clearly visible indications of human activities and the ecological processes are not significantly disturbed. (Adopted FAO definition)</p> <p>Explanatory notes</p> <ol style="list-style-type: none"> <li>1. Includes both pristine and managed forests that meet the definition.</li> <li>2. Includes forests where indigenous peoples engage in traditional forest stewardship activities that meet the definition.</li> <li>3. Includes forest with visible signs of abiotic damages (such as storm, drought, fire) and biotic damages (such as insects, pests and diseases).</li> <li>4. Excludes forests where hunting, poaching, trapping or gathering have caused significant native species loss or disturbance to ecological processes.</li> <li>5. Some key characteristics of primary forests are: <ul style="list-style-type: none"> <li>- they show natural forest dynamics, such as natural tree species composition, occurrence of dead wood, natural age structure and natural regeneration processes;</li> <li>- the area is large enough to maintain its natural ecological processes;</li> <li>- there has been no known significant human intervention or the last significant human intervention was long enough ago to have allowed the natural species composition and processes to have become re-established.</li> </ul> </li> </ol>	RSPO P&C 2023
Prophylactic	A treatment or course of action applied as a preventive measure.	RSPO P&C 2013
Rare, threatened or endangered (RTE) species	Species as defined by the High Conservation Value Resource Network (HCVRN).	HCVRN Common Guidance for the Identification of HCVs
Recruitment fees or related costs	<p>The terms 'recruitment fees' or 'related costs' refer to any fees or costs incurred in the recruitment process in order for workers to secure employment or placement, regardless of the manner, timing or location of their imposition or collection.</p> <p>Recruitment fees include:</p> <ol style="list-style-type: none"> <li>a. payments for recruitment services offered by labour recruiters, whether public or private, in matching offers of and applications for employment;</li> <li>b. payments made in the case of recruitment of workers with a view to employing them to perform work for a third party;</li> <li>c. payments made in the case of direct recruitment by the employer; or</li> <li>d. payments required to recover recruitment fees from workers.</li> </ol> <p>These fees may be one-time or recurring and cover recruiting, referral and placement services which could include advertising, disseminating information, arranging interviews, submitting documents for government clearances, confirming credentials, organizing travel and transportation, and placement into employment.</p>	ILO 2020, A global comparative study on defining recruitment fees and related costs: Interregional research on law, policy and practice.
Remediation	Remediation refers to both the process and the outcome of addressing adverse human rights impacts. Remedies available to victims should be adequate and appropriate, proportional to the gravity of the violation and adapted to the circumstances of the case. Assistance provided to each victim will depend on the individual needs of the victim.	<a href="https://publications.iom.int/books/operational-guidelines-businesses-remediation-migrant-worker-grievances">https://publications.iom.int/books/operational-guidelines-businesses-remediation-migrant-worker-grievances</a>

Terms	Definitions	Source
Relevant Stakeholders	An individual or group with a legitimate and/or demonstrable interest in, or who may or may not directly affected by, the activities of an organisation and the consequences of those activities. Relevant stakeholders may include suppliers, internal staff, members, customers (including shareholders, investors, and consumers), regulators, and local and regional communities. Additionally, stakeholders may include purchasers, clients, owners, and non-governmental organizations (NGOs).	RSPO P&C 2023
Restore	Returning degraded or converted areas within a plantation to a semi-natural state.	RSPO P&C 2013
Rights	Rights are legal, social, or ethical principles of freedom or entitlement, in accordance with the International Bill of Rights, and other relevant international human rights instruments including the UN Declaration on the Rights of Indigenous Peoples, UN Guiding Principles on Business and Human Rights, The Global Compact for Safe, Orderly and Regular Migration.	UN Refugees & Migrants, Global Compact for Safe, Orderly and Regular Migration , 2018
Risk assessment	A systematic process of identifying and evaluating the potential risks that may be involved in a projected activity or undertaking.  It enables a weighing up of whether enough precautions are in place or whether more should be done to prevent harm to those at risk, including workers and members of the public.	Adapted from ILO, A 5 step guide for employers, workers and their representatives on conducting workplace risk assessments, 2014
Scheme Smallholder	Farmers, landowners or their delegates that <b>do not</b> have the: <ul style="list-style-type: none"> <li>• Enforceable decision-making power on the operation of the land and production practices; and/or</li> <li>• Freedom to choose how they utilise their lands, type of crops to plant, and how they manage them (whether and how they organise, manage and finance the land).</li> </ul> (See also smallholder and Independent Smallholder).	RSPO ISH Standard 2019
Sexual Harrasment	Refers to the workplace - Any unwanted conduct of a sexual nature, request for sexual favours, verbal or physical conduct or gesture of a sexual nature; or other behaviour of a sexual nature that makes the recipient feel humiliated, offended and/or intimidated, where such reaction is reasonable in the situation and condition; or made into working requirement or create an intimidating, hostile or inappropriate working environment.	Adapted from ILO Guidelines on Sexual Harassment Prevention at the Workplace
Sexual violence	Includes rape, threats of sexual violence and/or abuse. Sexual violence also includes forcing (directly or indirectly) workers/community members to engage in sexual activities.	Adapted from ILO 11 Indicators on Forced Labour
Significant pollutant	Chemical or biological substances which have a substantial adverse impact on water, air or land quality including POME, sewage, and other wastewater, sediment, fertiliser, pesticides, fuels and oil, air pollutants, as guided by national regulations and international standards.	RSPO P&C 2018
Site	A single functional unit of an organisation or a combination of units situated at one locality, which is geographically distinct from other units.	RSPO SCC Standard 2017



Terms	Definitions	Source
Smallholder	<p>Farmers growing oil palm, sometimes along with subsistence production of other crops, where the family provides the majority of labour and the farm provides the principal source of income and where the planted area of oil palm is usually below 50 ha in size.</p> <p><b>Scheme Smallholder:</b> Farmers, landowners or their delegates that <b>do not</b> have the:</p> <ul style="list-style-type: none"> <li>• Enforceable decision-making power on the operation of the land and production practices; and/or</li> <li>• Freedom to choose how they utilise their lands, type of crops to plant, and how they manage them (whether and how they organise, manage and finance the land).</li> </ul> <p><b>Independent Smallholder:</b> All smallholder farmers that are not considered to be Scheme Smallholders [see definition for Scheme Smallholders] are considered Independent Smallholder farmers.</p>	<p>RSPO P&amp;C 2023</p> <p>RSPO ISH Standard 2019</p> <p>RSPO ISH Standard 2019</p>
Social and Environmental Impact Assessment (SEIA)	An analysis and planning process to be carried out prior to new plantings or operations. This process incorporates relevant environmental and social data, as well as stakeholder consultations, in order to identify potential impacts (both direct and indirect) and to determine whether these impacts can be satisfactorily addressed, in which case the proponent also defines specific actions to minimise and mitigate potential negative impacts.	RSPO P&C 2018
Stakeholders	An individual or group with a legitimate and/or demonstrable interest in, or who may or may not directly affected by, the activities of an organisation and the consequences of those activities.	RSPO P&C 2018
Standard operating procedure (SOP)	SOP is a set of step-by-step instructions compiled by an organization to help workers carry out routine operations. SOPs aim to achieve efficiency, quality output and uniformity of performance, while reducing miscommunication and failure to comply.	RSPO P&C 2023
Steep terrain	Areas above 25 degrees or based on a National Interpretation (NI) process.	P&C 2013 Annex 2 Guidance NI
Suppliers	Persons or organizations that provides something needed such as a product or service.	RSPO P&C 2023
Traders	Persons or business that buys and sells Fresh Fruit Bunch (FFB)	RSPO P&C 2023
Trafficked labour	Trafficked labour is a form of exploitation that results from the recruitment, transport, transfer, harbouring, and receipt of individuals to perform labour or services through the use of threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits.	The UN Palermo Protocols to Prevent, Suppress and Punish Trafficking in Persons.
Trafficking in persons	The recruitment, transportation, transfer, harbouring or receipt of person,s by means of the threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation. Exploitation shall include, at a minimum, the exploitation of the prostitution of others of other forms of sexual exploitation, forced lbaour or services, slavery ot practices similar to slavery, servitude or the removal or organs.	Protocol to Prevent, Suppress and Punish Trafficking in Persons, especially Women and Children
Transmigrant	A person who migrates from one part of the country to another with a view to being employed otherwise than on his own account	RSPO P&C 2013

Terms	Definitions	Source
Tribal Peoples	Persons and groups of persons that can be identified or characterised as follows: <ul style="list-style-type: none"> <li>• People who self-identify as Tribal People and are accepted as such by their community</li> <li>• Social, cultural and economic conditions distinguish them from other sections of the national community</li> <li>• Status is regulated wholly or partially by their own customs or traditions or by special laws or regulations</li> </ul>	Adapted from ILO Convention 169
Undue influence	The exertion by a third party of any kind of control such that a person signs a contract or other agreement which, absent the influence of the third party, he would not have signed.	RSPO P&C 2013
Unit of Certification	The unit of certification shall be the mill and its supply base and shall include both directly managed land (and estates) and Scheme Smallholders and outgrowers, where estates have been legally established with proportions of lands allocated to each.	RSPO Certification Systems 2017
User rights	Rights for the use of land and resources that can be defined by local custom, mutual agreements, or prescribed by other entities holding access rights.	RSPO P&C 2023
Violence	Any act that results in or is likely to result in, physical, sexual, or psychological harm or suffering, including threats of such acts, coercion, or withdrawal of rights, occurring within the unit of certification. This includes the use of violence as a disciplinary measure and/or as a result of gender-based discrimination. Violence, which can be perpetrated either directly or indirectly includes: i) Physical violence ii) Sexual violence iii) Gender-based violence	Adapted from ILO 11 Indicators on Forced Labour & UN Declaration on the Elimination of Violence against Women
Voluntary isolation	Indigenous peoples in voluntary isolation are indigenous peoples or segments of indigenous peoples who do not maintain sustained contacts with the majority non-indigenous population, and who generally reject any type of contact with persons not part of their own people. They may also be peoples or segments of peoples previously contacted and who, after intermittent contact with the nonindigenous societies, have returned to a situation of isolation and break the relations of contact that they may have had with those societies. In line with the principle of FPIC, RSPO prohibits oil palm expansion in these peoples' territories	Inter-American Commission on Human Rights, Indigenous Peoples in Voluntary Isolation and Initial Contact in the Americas, 2013
Vulnerable groups	Any group or sector of society that is at higher risk or being subjected to social exclusion, discriminatory practices, violence, natural or environmental disaster, or economic hardship than other groups, such as indigenous peoples, ethnic minorities, migrants, disabled people, the homeless, isolated elderly people, women and children.	RSPO P&C 2018
Water security	The capacity of a population to safeguard sustainable access to adequate quantities of acceptable quality water for sustaining livelihoods, human well-being, and socio-economic development; for ensuring protection against water-borne pollution and water-related disasters; and for preserving ecosystems in a climate of peace and political stability.	UN Water, Water Security Infographic
Whistleblower	Individuals who are employees or former employees who report on illegal, irregular, dangerous or unethical practices or actions by employers which contravene RSPO Code of Conduct and related key documents and who may potentially be at risk of reprisal. This includes individuals who are outside the traditional employee-employer relationship, such as contract workers, temporary workers, consultants, contractors, trainees/interns, volunteers, student workers and former employees.	RSPO policy on the protection of HRD, Whistleblowers, Complainants and Community Spokesmen (endorsed by BoG on 24 September, 2018)
Workers	Men and women, migrants, transmigrants, contract workers, casual workers and employees from all levels of the organisation.	RSPO P&C 2018

Terms	Definitions	Source
Workforce	The total number of workers employed by the management unit either directly or indirectly. This includes contract workers and consultants.	RSPO P&C 2013
Young workers	Young workers are aged 15, or above the minimum age of employment, but under the age of 18. According to the ILO, “these workers are considered ‘children’ even where they may legally perform certain jobs.”	ILO Minimum Age Convention, 1973 (No. 138), Article 3

Note: *Terms* for which a definition is provided in the 'Definitions' are in italics.

PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS	INDICATORS	
				Medium grower (*50-500ha or to be determined through NI)	Smallholder (< or equal to 50ha)	
1 Behave ethically and transparently	1.1 The <i>Unit of Certification</i> actively and transparently engaging affected stakeholders, through providing information on environment, social and legal issues relevant to the RSPO Principle & Criteria, in its management planning and monitoring processes, and engaged interested stakeholders on request basis.	1.1.1	C	Excluding confidential information, management documents of the <i>Unit of Certification</i> that are specified in the RSPO P&C shall be made publicly available to affected and interested <i>stakeholders</i> on request.	Excluding confidential information, management documents of the <i>Unit of Certification</i> that are specified in the RSPO P&C shall be made publicly available to affected and interested <i>stakeholders</i> on request.	Excluding confidential information, management documents of the <i>Unit of Certification</i> that are specified in the RSPO P&C shall be made publicly available to affected and interested <i>stakeholders</i> on request.
		1.1.2	C	Information on environment, social and legal issues relevant to the RSPO Principle & Criteria of the <i>Unit of Certification</i> shall be made available to affected and interested <i>stakeholders</i> on request.	Information on environment, social and legal issues relevant to the RSPO Principle & Criteria of the <i>Unit of Certification</i> shall be made available to affected and interested <i>stakeholders</i> on request.	Information on environment, social and legal issues relevant to the RSPO Principle & Criteria of the <i>Unit of Certification</i> shall be made available to affected and interested <i>stakeholders</i> on request.
		1.1.3	C	Requests for information sharing with responses provided by the <i>Unit of Certification</i> shall be documented and updated annually.	Requests for information sharing with responses provided by the <i>Unit of Certification</i> shall be documented and updated annually.	Requests for information sharing with responses provided by the <i>Unit of Certification</i> shall be documented and updated annually.
		1.1.4	C	Consultation and communication procedures shall be documented, disclosed, implemented, shall be made publicly available, and explained to all <i>relevant stakeholders</i> by the <i>Unit of Certification</i> .	Consultation and communication procedures shall be documented, disclosed, implemented, shall be made publicly available, and explained to all <i>relevant stakeholders</i> by the <i>Unit of Certification</i> .	Consultation and communication procedures shall be documented, disclosed, implemented, shall be made publicly available, and explained to all <i>relevant stakeholders</i> by the <i>Unit of Certification</i> .
		1.1.5		A list of contact details of affected and interested <i>stakeholders</i> and their nominated representative(s) shall be documented and made available by the <i>Unit of Certification</i> .	A list of contact details of affected and interested <i>stakeholders</i> and their nominated representative(s) shall be documented and made available by the <i>Unit of Certification</i> .	A list of contact details of affected and interested <i>stakeholders</i> and their nominated representative(s) shall be documented and made available by the <i>Unit of Certification</i> .
	1.2 The <i>Unit of Certification</i> commits to ethical conduct in all business operations and transactions.	1.2.1		A policy for ethical conduct shall be in place and implemented in all business operations and transactions of the <i>Unit of Certification</i> .	A policy for ethical conduct shall be in place and implemented in all business operations and transactions of the <i>Unit of Certification</i> .	A policy for ethical conduct shall be in place and implemented in all business operations and transactions of the <i>Unit of Certification</i> .
		1.2.2		The <i>Unit of Certification</i> shall have and implemented a procedure in managing (any potential) ethical misconduct.	The <i>Unit of Certification</i> shall have and implemented a procedure in managing (any potential) ethical misconduct.	The <i>Unit of Certification</i> shall have and implemented a procedure in managing (any potential) ethical misconduct.

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Note: *Terms* for which a definition is provided in the 'Definitions' are in italics.

PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)
2 Operate legally and respect rights	2.1 The <i>Unit of Certification</i> complied with all applicable local and national laws, regulations and nationally-ratified international treaties, conventions and agreements.	2.1.1 C	The <i>Unit of Certification</i> shall comply with all applicable national laws and regulations; local laws and regulations; and ratified international treaties, conventions and agreements.	The <i>Unit of Certification</i> shall comply with all applicable national laws and regulations; local laws and regulations; and ratified international treaties, conventions and agreements.	The <i>Unit of Certification</i> shall comply with all applicable national laws and regulations; local laws and regulations; and ratified international treaties, conventions and agreements.
		2.1.2	The <i>Unit of Certification</i> shall have and implemented a documented system for ensuring legal compliance is in place.	The <i>Unit of Certification</i> shall have and implemented a documented system for ensuring legal compliance is in place.	The <i>Unit of Certification</i> shall have and implemented a documented system for ensuring legal compliance is in place.
		2.1.3	The <i>Unit of Certification</i> shall demonstrate its legal status, including tenure and use and its boundaries are clearly and visibly defined and maintained.	The <i>Unit of Certification</i> shall demonstrate its legal status, including tenure and use and its boundaries are clearly and visibly defined and maintained.	The <i>Unit of Certification</i> shall demonstrate its legal status, including tenure and use and its boundaries are clearly and visibly defined and maintained.
	2.2 The <i>Unit of Certification</i> commits to contract or engage ONLY legal contractors and FFB suppliers	2.2.1	A list of contracted <i>parties</i> is maintained.	A list of contracted <i>parties</i> is maintained.	A list of contracted <i>parties</i> is maintained.
		2.2.2	The <i>Unit of Certification</i> shall ensure the legality of all contracted 3rd <i>parties</i> , <i>labour recruiters</i> , service providers and labour <i>contractors</i> .	The <i>Unit of Certification</i> shall ensure the legality of all contracted 3rd <i>parties</i> , <i>labour recruiters</i> , service providers and labour <i>contractors</i> .	The <i>Unit of Certification</i> shall ensure the legality of all contracted 3rd <i>parties</i> , <i>labour recruiters</i> , service providers and labour <i>contractors</i> .
		2.2.3	All <i>contractors</i> and FFB <i>suppliers</i> , the <i>Unit of Certification</i> engaged, shall be legal. Valid licenses of all <i>contractors</i> shall be documented.	All <i>contractors</i> and FFB <i>suppliers</i> , the <i>Unit of Certification</i> engaged, shall be legal. Valid licenses of all <i>contractors</i> shall be documented.	All <i>contractors</i> and FFB <i>suppliers</i> , the <i>Unit of Certification</i> engaged, shall be legal. Valid licenses of all <i>contractors</i> shall be documented.
		2.2.4	The <i>Unit of Certification</i> shall have clauses disallowing <i>child, forced and trafficked labour</i> , and where <i>young workers</i> are employed, specific protective restrictions; included in <i>contracts/agreements</i> signed with all <i>contractors</i> and FFB suppliers.	The <i>Unit of Certification</i> shall have clauses disallowing <i>child, forced and trafficked labour</i> , and where <i>young workers</i> are employed, specific protective restrictions; included in <i>contracts/agreements</i> signed with all <i>contractors</i> and FFB suppliers.	The <i>Unit of Certification</i> shall have clauses disallowing <i>child, forced and trafficked labour</i> , and where <i>young workers</i> are employed, specific protective restrictions; included in <i>contracts/agreements</i> signed with all <i>contractors</i> and FFB suppliers.
	2.3 The <i>Unit of Certification</i> ONLY sourced fresh fruit bunch (FFB) from legal suppliers.	2.3.1 C	For all Fresh Fruit Bunch (FFB), the <i>Unit of Certification</i> sourced directly from smallholders and/or medium growers, information listed below shall be documented: i) Geolocation of FFB origins; ii) Proof of the ownership, customary rights or other land user rights to the land by the farmers; iii) Where applicable, valid planting/ operating/ trading license, or is part of a cooperative which allows the buying and selling of FFB.	NOT APPLICABLE	NOT APPLICABLE

Note: *Terms* for which a definition is provided in the '*Definitions*' are in italics.

PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)
		2.3.2	<p>For all Fresh Fruit Bunch (FFB), the <i>Unit of Certification</i> sourced through <i>traders</i> (dealers, collection centers), information listed below shall be obtained:</p> <ul style="list-style-type: none"> <li>i) Geolocation of FFB origins;</li> <li>ii) Proof of the ownership, customary rights or other land user rights to the land by the farmers;</li> <li>iii) Where applicable, valid planting/ operating/ trading license, or is part of a cooperative which allows the buying and selling of FFB.</li> </ul> <p><b>PROCEDURAL NOTE.</b> A Task Force is to be established to propose a solution that can be audited and would require growers to gradually progress towards full implementation of this indicator.</p>	NOT APPLICABLE	NOT APPLICABLE
	2.4 The Unit of Certification has a mutually agreed and documented grievance mechanism which provides access to remedy.	2.4.1 C	<p>The <i>Unit of Certification</i> shall establish and implement a Grievance Mechanism (which is gender and child-sensitive), that is accessible to relevant <i>parties</i>, including <i>communities</i>, <i>smallholders</i>, workers, their representatives, women and children and other <i>relevant stakeholders</i>.</p> <p>It shall include the following elements:</p> <ul style="list-style-type: none"> <li>i) Procedures, modalities of access and timelines to receive, acknowledge, process, investigate, respond to and resolve grievances</li> <li>ii) Maintain a registry of grievances received</li> <li>ii) Anonymity of the complainant and confidentiality is ensured and respected</li> <li>iii) Allow complainants access to relevant sources of information, independent legal and technical advice and to independent dispute resolution mechanisms</li> <li>iv) Facilitate effective access to appropriate remedies</li> <li>v) Non-interference with efforts to attain other appropriate remedies (judicial/non-judicial).</li> <li>vi) Protection against reprisal or intimidation as a consequence of using the grievance mechanism.</li> </ul>	<p>The <i>Unit of Certification</i> shall establish and implement a Grievance Mechanism (which is gender and child-sensitive), that is accessible to relevant <i>parties</i>, including <i>communities</i>, <i>smallholders</i>, workers, their representatives, women and children and other <i>relevant stakeholders</i>.</p> <p>It shall include the following elements:</p> <ul style="list-style-type: none"> <li>i) Procedures, modalities of access and timelines to receive, acknowledge, process, investigate, respond to and resolve grievances</li> <li>ii) Maintain a registry of grievances received</li> <li>ii) Anonymity of the complainant and confidentiality is ensured and respected</li> <li>iii) Allow complainants access to relevant sources of information, independent legal and technical advice and to independent dispute resolution mechanisms</li> <li>iv) Facilitate effective access to appropriate remedies</li> <li>v) Non-interference with efforts to attain other appropriate remedies (judicial/non-judicial).</li> <li>vi) Protection against reprisal or intimidation as a consequence of using the grievance mechanism.</li> </ul>	<p>The <i>Unit of Certification</i> shall establish and implement a Grievance Mechanism (which is gender and child-sensitive), that is accessible to relevant <i>parties</i>, including <i>communities</i>, <i>smallholders</i>, workers, their representatives, women and children and other <i>relevant stakeholders</i>.</p> <p>It shall include the following elements:</p> <ul style="list-style-type: none"> <li>i) Procedures, modalities of access and timelines to receive, acknowledge, process, investigate, respond to and resolve grievances</li> <li>ii) Maintain a registry of grievances received</li> <li>ii) Anonymity of the complainant and confidentiality is ensured and respected</li> <li>iii) Allow complainants access to relevant sources of information, independent legal and technical advice and to independent dispute resolution mechanisms</li> <li>iv) Facilitate effective access to appropriate remedies</li> <li>v) Non-interference with efforts to attain other appropriate remedies (judicial/non-judicial).</li> <li>vi) Protection against reprisal or intimidation as a consequence of using the grievance mechanism.</li> </ul>

Note: *Terms* for which a definition is provided in the 'Definitions' are in italics.

PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)	
1		2.4.2	The <i>Unit of Certification</i> shall socialise the procedures related to the Grievance Mechanism to communities, <i>smallholders</i> , <i>workers</i> , their representatives, women and children and other <i>relevant stakeholders</i> , all levels of the workforce, <i>operations</i> , suppliers and <i>labour recruiters</i> in languages understood or spoken by them, including by illiterate <i>parties</i> and <i>vulnerable groups</i> . Assistance is provided to relevant <i>parties</i> who face barriers in accessing the Grievance Mechanism.	The <i>Unit of Certification</i> shall socialise the procedures related to the Grievance Mechanism to communities, <i>smallholders</i> , <i>workers</i> , their representatives, women and children and other <i>relevant stakeholders</i> , all levels of the workforce, <i>operations</i> , suppliers and <i>labour recruiters</i> in languages understood or spoken by them, including by illiterate <i>parties</i> and <i>vulnerable groups</i> . Assistance is provided to relevant <i>parties</i> who face barriers in accessing the Grievance Mechanism.	The <i>Unit of Certification</i> shall socialise the procedures related to the Grievance Mechanism to communities, <i>smallholders</i> , <i>workers</i> , their representatives, women and children and other <i>relevant stakeholders</i> , all levels of the workforce, <i>operations</i> , suppliers and <i>labour recruiters</i> in languages understood or spoken by them, including by illiterate <i>parties</i> and <i>vulnerable groups</i> . Assistance is provided to relevant <i>parties</i> who face barriers in accessing the Grievance Mechanism.	
		2.4.3	The complainants and relevant communities/ <i>workers/ smallholders</i> are kept informed of the progress of the lodged grievance by the <i>Unit of Certification</i> . The outcome shall be made available and communicated.	The complainants and relevant communities/ <i>workers/ smallholders</i> are kept informed of the progress of the lodged grievance by the <i>Unit of Certification</i> . The outcome shall be made available and communicated.	The complainants and relevant communities/ <i>workers/ smallholders</i> are kept informed of the progress of the lodged grievance by the <i>Unit of Certification</i> . The outcome shall be made available and communicated.	
		2.5.1	C	A policy that prohibits the <i>Unit of Certification's</i> involvement or abetment (directly or indirectly) in the <i>intimidation and harassment</i> (including threats), killing, disappearance, detention, and/or torture of <i>Human Rights Defenders</i> shall be established and implemented, in accordance with the latest <b><u>RSPO Policy on the Protection of Human Rights Defenders, Whistleblowers, Complainants and Community Spokespersons.</u></b> This policy shall be made available and socialised to all levels of the <i>workforce</i> and <i>operations</i> in languages understood or spoken by them.	A policy that prohibits the <i>Unit of Certification's</i> involvement or abetment (directly or indirectly) in the <i>intimidation and harassment</i> (including threats), killing, disappearance, detention, and/or torture of <i>Human Rights Defenders</i> shall be established and implemented, in accordance with the latest <b><u>RSPO Policy on the Protection of Human Rights Defenders, Whistleblowers, Complainants and Community Spokespersons.</u></b> This policy shall be made available and socialised to all levels of the <i>workforce</i> and <i>operations</i> in languages understood or spoken by them.	A policy that prohibits the <i>Unit of Certification's</i> involvement or abetment (directly or indirectly) in the <i>intimidation and harassment</i> (including threats), killing, disappearance, detention, and/or torture of <i>Human Rights Defenders</i> shall be established and implemented, in accordance with the latest <b><u>RSPO Policy on the Protection of Human Rights Defenders, Whistleblowers, Complainants and Community Spokespersons.</u></b> This policy shall be made available and socialised to all levels of the <i>workforce</i> and <i>operations</i> in languages understood or spoken by them.
	2.5.2		The <i>Unit of Certification</i> shall not use legal action such as civil or criminal lawsuits against <i>Human Rights Defenders</i> as a form of intimidation.	The <i>Unit of Certification</i> shall not use legal action such as civil or criminal lawsuits against <i>Human Rights Defenders</i> as a form of intimidation.	The <i>Unit of Certification</i> shall not use legal action such as civil or criminal lawsuits against <i>Human Rights Defenders</i> as a form of intimidation.	
	2.5	The <i>Unit of Certification</i> shall respect the <i>rights</i> of individuals, groups and associations who promote and protect universally recognised human rights including human rights relating to the environment, and contribute to the effective elimination of all forms of violations of human rights and fundamental freedoms of individuals.				
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PRINCIPLE	CRITERIA	INDICATORS			
		Mill-with-own-plantation & Grower (>500ha)	Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)	
3 Optimise productivity, efficiency, positive impacts and resilience	3.1 There is an implemented management plan for the <i>Unit of Certification</i> that aims to achieve long-term economic and financial viability.	3.1.1 C	A business or management plan (minimum three years) shall be documented by the <i>Unit of Certification</i> , which includes, where applicable, a jointly developed business case for <i>Scheme Smallholders</i> .	A business or management plan (minimum three years) shall be documented by the <i>Unit of Certification</i> .	A business or management plan (minimum three years) shall be documented by the <i>Unit of Certification</i> .
		3.1.2	An annual replanting programme projected for a minimum of five years with yearly review of the <i>Unit of Certification</i> shall be available.	An annual replanting programme projected for a minimum of five years with yearly review of the <i>Unit of Certification</i> shall be available.	An annual replanting programme projected for a minimum of five years with yearly review of the <i>Unit of Certification</i> shall be available.
		3.1.3	The <i>Unit of Certification</i> holds management reviews, chaired by the top management, at planned intervals appropriate to the scale and nature of the activities undertaken.	The <i>Unit of Certification</i> holds management reviews, chaired by the top management, at planned intervals appropriate to the scale and nature of the activities undertaken.	The <i>Unit of Certification</i> holds management reviews, chaired by the top management, at planned intervals appropriate to the scale and nature of the activities undertaken.
	3.2 The <i>Unit of Certification</i> regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable continuous improvement in key operations.	3.2.1 C	The <i>Unit of Certification</i> shall have and implemented action plan for continuous improvement, based on consideration of the main social and environmental impacts and opportunities.	The <i>Unit of Certification</i> shall have and implemented action plan for continuous improvement, based on consideration of the main social and environmental impacts and opportunities.	The <i>Unit of Certification</i> shall have and implemented action plan for continuous improvement, based on consideration of the main social and environmental impacts and opportunities.
		3.2.2	<b>NOTE.</b> The RSPO metric template should be embeded within respective indicators of the standard or audit summary report/template and/or MB Calculation sheet - to be used by CB - to avoid discrepancies and enhance data collection. With that indicator on metric can be removed.		
	3.3 Operating procedures of the <i>Unit of Certification</i> are appropriately documented, consistently implemented and monitored.	3.3.1 C	Standard Operating Procedures (SOPs) for the <i>Unit of Certification</i> shall be in place.	Standard Operating Procedures (SOPs) for the <i>Unit of Certification</i> shall be in place.	Standard Operating Procedures (SOPs) for the <i>Unit of Certification</i> shall be in place.
		3.3.2	The <i>Unit of Certification</i> shall develop and implement mechanism ensure implementation of its SOPs.	The <i>Unit of Certification</i> shall develop and implement mechanism ensure implementation of its SOPs.	The <i>Unit of Certification</i> shall develop and implement mechanism ensure implementation of its SOPs.
		3.3.3	The <i>Unit of Certification</i> shall maintain records of monitoring and (if any and applicable) actions taken to ensure imeplemntation of its SOPs.	The <i>Unit of Certification</i> shall maintain records of monitoring and (if any and applicable) actions taken to ensure imeplemntation of its SOPs.	The <i>Unit of Certification</i> shall maintain records of monitoring and (if any and applicable) actions taken to ensure imeplemntation of its SOPs.
	3.4 All <i>workers</i> and <i>Scheme Smallholders</i> of the <i>Unit of Certification</i> are appropriately trained.	3.4.1 C	The <i>Unit of Certification</i> have training programmes accessible to all <i>workers</i> and <i>scheme smallholders</i> covering applicable aspects of the RSPO Standards; taking into account gender-specific needs and in a form they understand and includes assessment of training.	The <i>Unit of Certification</i> have training programmes accessible to all <i>workers</i> covering applicable aspects of the RSPO Standards; taking into account gender-specific needs and in a form they understand and includes assessment of training.	The <i>Unit of Certification</i> have training programmes accessible to all <i>workers</i> covering applicable aspects of the RSPO Standards; taking into account gender-specific needs and in a form they understand and includes assessment of training.
		3.4.2	Records of training of the <i>Unit of Certification</i> are maintained, where appropriate on an individual basis.	Records of training of the <i>Unit of Certification</i> are maintained, where appropriate on an individual basis.	Records of training of the <i>Unit of Certification</i> are maintained, where appropriate on an individual basis.



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PRINCIPLE	CRITERIA	INDICATORS			
		Mill-with-own-plantation & Grower (>500ha)	Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)	
		3.4.3	The <i>Unit of Certification</i> provided appropriate training for personnel carrying out the tasks critical to the effective implementation of the <b>Supply Chain Certification Standard (SCCS)</b> . Training is specific and relevant to the task(s) performed.	The <i>Unit of Certification</i> provided appropriate training for personnel carrying out the tasks critical to the effective implementation of the <b>Supply Chain Certification Standard (SCCS)</b> . Training is specific and relevant to the task(s) performed.	
	3.5 The <i>Unit of Certification</i> shall practice to maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.	3.5.1	Good Agricultural Practices, relevant to the <i>Unit of Certification</i> , to manage soil fertility to optimise yield and minimise environmental impacts shall be documented, implemented, and monitored.	Good Agricultural Practices, relevant to the <i>Unit of Certification</i> , to manage soil fertility to optimise yield and minimise environmental impacts shall be documented, implemented, and monitored.	Good Agricultural Practices, relevant to the <i>Unit of Certification</i> , to manage soil fertility to optimise yield and minimise environmental impacts shall be documented, implemented, and monitored.
3.5.2		Soil fertility and plant health shall be monitored and managed by the <i>Unit of Certification</i> for optimum growth and development, through conducting annual leaf or tissue analysis and soil sampling at least every 5-years and/or before replanting, to evaluate the fertility status.	Soil fertility and plant health shall be monitored and managed by the <i>Unit of Certification</i> for optimum growth and development, through conducting annual leaf or tissue analysis and soil sampling at least every 5-years and/or before replanting, to evaluate the fertility status.	NOT APPLICABLE	
3.5.3		A nutrient recycling plan for the <i>Unit of Certification</i> shall be developed and implemented. The nutrient recycling plan shall include the recycling of biomass (i.e., Empty Fruit Bunches (EFB)), Palm Oil Mill Effluent(POME), palm residues and optimal use of inorganic fertilisers.	A nutrient recycling plan for the <i>Unit of Certification</i> shall be developed and implemented. The nutrient recycling plan shall include the recycling of biomass (i.e., Empty Fruit Bunches (EFB)), palm residues and optimal use of inorganic fertilisers.	A nutrient recycling plan for the <i>Unit of Certification</i> shall be developed and implemented. The nutrient recycling plan shall include the recycling of biomass (i.e., Empty Fruit Bunches (EFB)), palm residues and optimal use of inorganic fertilisers.	
3.5.4		Plan for optimal use of fertilizer input shall be developed, implemented and monitored for the <i>Unit of Certification</i> .	Plan for optimal use of fertilizer input shall be developed, implemented and monitored for the <i>Unit of Certification</i> .	Plan for optimal use of fertilizer input as recommended by expert is developed, implemented and monitored for the <i>Unit of Certification</i> .	

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PRINCIPLE	CRITERIA	INDICATORS			
		Mill-with-own-plantation & Grower (>500ha)	Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)	
	3.6 Supply Chain Requirements for Mills	3.6.1	<p><b>Identity Preserved Module</b></p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&amp;C), or against the Group Certification scheme. Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill processes certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	NOT APPLICABLE	NOT APPLICABLE
		3.6.2	<p><b>Mass Balance Module</b></p> <p>A mill is deemed to be Mass Balance (MB) if the mill process FFB from both RSPO certified and uncertified plantations/estates. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>		
		3.6.3	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&amp;C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>		
		3.6.4	<p>The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.</p>		

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PRINCIPLE	CRITERIA	INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)
		<p>3.6.5 Documented procedures</p> <p>The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <p>a) Complete and up to date procedures covering the implementation of all elements of the supply chain model requirements.</p> <p>b) Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).</p> <p>c) Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill's procedures for the implementation of this standard.</p> <p>d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBS including ensuring no contamination in the IP mill.</p>		
		<p>3.6.6 Internal Audit</p> <p>i) The mill shall have a written procedure to conduct an annual internal audit to determine whether the mill;</p> <p>(a) conforms to the requirements in the RSPO Supply Chain requirements for mills and the RSPO Rules on Market Communications and Claims.</p> <p>(b) effectively implements and maintains the standard requirements within its organisation.</p> <p>ii) Any non-conformities found as part of the internal audit shall be issued and required corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mill shall maintain the internal audit records and reports.</p>		

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PRINCIPLE	CRITERIA	INDICATORS			
		Mill-with-own-plantation & Grower (>500ha)	Medium grower (*50-500ha or to be determined through NI)	Smallholder (< or equal to 50ha)	
		3.6.7	Purchasing and Goods in i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received. ii) The mill shall inform the CB immediately if there is a projected overproduction of certified volume. iii) The mill shall have a mechanism in place for handling of nonconforming FFB and/or documents		
		3.6.8	Sales and Goods Out The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation): a) The name and address of the buyer; b) The name and address of the seller; c) The loading or shipment / delivery date; d) The date on which the documents were issued; e) RSPO certificate number; f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations); g) The quantity of the products delivered; h) Any related transport documentation; i) A unique identification number.		
		3.6.9	Outsourcing Activities		
		3.6.10	The mill shall record the names and contact		
		3.6.11	The mill shall inform its CB in advance prior to		
		3.6.12	Record keeping		

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PRINCIPLE	CRITERIA	INDICATORS			
		Mill-with-own-plantation & Grower (>500ha)	Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)	
1	6	3.6.13	<p>Extraction Rate</p> <p>The oil extraction rate(OER) and the kernel extraction rate(KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.</p>		
		3.6.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.		
		3.6.15	<p>Processing</p> <p>For Identity Preserved Module, the mill shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non-certified oil palm products, including during transport and storage to strive for 100% separation.</p>		
		3.6.16	<p>Registration of Transactions</p> <p>i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p> <p>ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.</p>		
		3.6.17	<p>Claims</p> <p>The mill shall only make claims regarding the production of RSPO certified oil that are in compliance with the RSPO Rules on Market Communications and Claims.</p>		

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PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)
4 Respect community and human rights and deliver benefits	4.1 The Unit of Certification respects the human rights of <i>communities</i> and <i>stakeholders</i> .	4.1.1 C	<p>A policy to respect the human rights of <i>communities</i> and <i>stakeholders</i> shall be established and implemented by the Unit of Certification and its contracted services (including hired private military and security companies) against Communities.</p> <p>This policy shall include the prohibition of:</p> <ul style="list-style-type: none"> <li>a) retaliation</li> <li>b) <i>intimidation &amp; harassment</i> (including threats)</li> <li>c) <i>violence</i> (physical, sexual, and gender-based)</li> <li>d) exploitation</li> <li>e) <i>discrimination</i> - access to employment, education and training</li> </ul> <p>This policy shall be made available and socialised to all levels of the <i>workforce</i> and <i>operations</i> in a language understood or spoken by them.</p>	<p>A policy to respect the human rights of <i>communities</i> and <i>stakeholders</i> shall be established and implemented by the Unit of Certification and its contracted services (including hired private military and security companies) against Communities.</p> <p>This policy shall include the prohibition of:</p> <ul style="list-style-type: none"> <li>a) retaliation</li> <li>b) <i>intimidation &amp; harassment</i> (including threats)</li> <li>c) <i>violence</i> (physical, sexual, and gender-based)</li> <li>d) exploitation</li> <li>e) <i>discrimination</i> - access to employment, education and training</li> </ul> <p>This policy shall be made available and socialised to all levels of the <i>workforce</i> and <i>operations</i> in a language understood or spoken by them.</p>	<p>A policy to respect the human rights of <i>communities</i> and <i>stakeholders</i> shall be established and implemented by the Unit of Certification and its contracted services (including hired private military and security companies) against Communities.</p> <p>This policy shall include the prohibition of:</p> <ul style="list-style-type: none"> <li>a) retaliation</li> <li>b) <i>intimidation &amp; harassment</i> (including threats)</li> <li>c) <i>violence</i> (physical, sexual, and gender-based)</li> <li>d) exploitation</li> <li>e) <i>discrimination</i> - access to employment, education and training</li> </ul> <p>This policy shall be made available and socialised to all levels of the <i>workforce</i> and <i>operations</i> in a language understood or spoken by them.</p>
		4.2.1	Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed (FPIC) process. Documents related to the history of land tenure and the actual legal or customary use of the land are available.	Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed (FPIC) process. Documents related to the history of land tenure and the actual legal or customary use of the land are available.	Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed (FPIC) process. Documents related to the history of land tenure and the actual legal or customary use of the land are available.
		4.2.2	Directly affected <i>communities</i> shall be represented through institutions or representatives of their own choosing. <i>Vulnerable groups</i> shall be considered in the selection of representatives. This includes the option of access and provision of independent advice and legal counsel.	Directly affected <i>communities</i> shall be represented through institutions or representatives of their own choosing. <i>Vulnerable groups</i> shall be considered in the selection of representatives. This includes the option of access and provision of independent advice and legal counsel.	Directly affected <i>communities</i> shall be represented through institutions or representatives of their own choosing. <i>Vulnerable groups</i> shall be considered in the selection of representatives. This includes the option of access and provision of independent advice and legal counsel.
		4.2.3 C	Assessments shall be conducted in and any proposed <i>land clearing</i> to identify legal, customary and other land <i>user rights</i> of <i>communities</i> that may be directly affected.	Assessments shall be conducted in and any proposed <i>land clearing</i> to identify legal, customary and other land <i>user rights</i> of <i>communities</i> that may be directly affected.	Assessments shall be conducted in and any proposed <i>land clearing</i> to identify legal, customary and other land <i>user rights</i> of <i>communities</i> that may be directly affected.

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PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)
		4.2.4	Participatory <i>Social and Environmental Impact Assessment (SEIA)</i> and participatory land-use planning shall be conducted with <i>communities</i> to ensure local food and water security. The Unit of Certification shall document and implement resource management planning and monitoring and land resource allocation. This shall include measures to balance potential negative impacts on food and water security for <i>communities</i> . The processes involved shall be documented and made available to <i>communities</i> .	Participatory <i>Social and Environmental Impact Assessment (SEIA)</i> and participatory land-use planning shall be conducted with <i>communities</i> to ensure local food and water security. The Unit of Certification shall document and implement resource management planning and monitoring and land resource allocation. This shall include measures to balance potential negative impacts on food and water security for <i>communities</i> . The processes involved shall be documented and made available to <i>communities</i> .	Participatory <i>Social and Environmental Impact Assessment (SEIA)</i> and participatory land-use planning shall be conducted with <i>communities</i> to ensure local food and water security. The Unit of Certification shall document and implement resource management planning and monitoring and land resource allocation. This shall include measures to balance potential negative impacts on food and water security for <i>communities</i> . The processes involved shall be documented and made available to <i>communities</i> .
		4.2.5	<p>FPIC implementation (agreement-making processes) shall include:</p> <p>i) Key Information - All key information related to decision-making on the proposed development shall be made available and explained in a language understood by the directly affected <i>communities</i>. <i>Vulnerable groups</i> are consulted, and information shall be provided. This includes information on assessments of impacts, proposed benefit-sharing, and legal arrangements.</p> <p>ii) Consultation and Negotiation - A plan shall be developed through consultation and negotiation in good faith with those identified in Indicator 4.2.4. <i>vulnerable groups</i> shall be consulted, including steps taken to involve them in decision-making. Directly affected <i>communities</i> shall be informed of their <i>rights</i> to say 'no' to the development throughout the FPIC process until an agreement has been signed.</p> <p>iii) 'Free' Consent - Negotiated agreements shall be entered into voluntarily.</p> <p>iv) Implications of agreement - The <i>Unit of Certification</i> shall explain the implications of permitting development, the legal status of land at the expiry of the unit of certification's title, concession or lease on the land to the directly affected <i>communities</i>.</p>	<p>FPIC implementation (agreement-making processes) shall include:</p> <p>i) Key Information - All key information related to decision-making on the proposed development shall be made available and explained in a language understood by the directly affected <i>communities</i>. <i>Vulnerable groups</i> are consulted, and information shall be provided. This includes information on assessments of impacts, proposed benefit-sharing, and legal arrangements.</p> <p>ii) Consultation and Negotiation - A plan shall be developed through consultation and negotiation in good faith with those identified in Indicator 4.2.4. <i>vulnerable groups</i> shall be consulted, including steps taken to involve them in decision-making. Directly affected <i>communities</i> shall be informed of their <i>rights</i> to say 'no' to the development throughout the FPIC process until an agreement has been signed.</p> <p>iii) 'Free' Consent - Negotiated agreements shall be entered into voluntarily.</p> <p>iv) Implications of agreement - The <i>Unit of Certification</i> shall explain the implications of permitting development, the legal status of land at the expiry of the unit of certification's title, concession or lease on the land to the directly affected <i>communities</i>.</p>	<p>FPIC implementation (agreement-making processes) shall include:</p> <p>i) Key Information - All key information related to decision-making on the proposed development shall be made available and explained in a language understood by the directly affected <i>communities</i>. <i>Vulnerable groups</i> are consulted, and information shall be provided. This includes information on assessments of impacts, proposed benefit-sharing, and legal arrangements.</p> <p>ii) Consultation and Negotiation - A plan shall be developed through consultation and negotiation in good faith with those identified in Indicator 4.2.4. <i>vulnerable groups</i> shall be consulted, including steps taken to involve them in decision-making. Directly affected <i>communities</i> shall be informed of their <i>rights</i> to say 'no' to the development throughout the FPIC process until an agreement has been signed.</p> <p>iii) 'Free' Consent - Negotiated agreements shall be entered into voluntarily.</p> <p>iv) Implications of agreement - The <i>Unit of Certification</i> shall explain the implications of permitting development, the legal status of land at the expiry of the unit of certification's title, concession or lease on the land to the directly affected <i>communities</i>.</p>

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PRINCIPLE	CRITERIA	INDICATORS			
		Mill-with-own-plantation & Grower (>500ha)	Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)	
		4.2.6 C	Maps of an appropriate scale showing the extent of recognised legal, customary or other land <i>user rights</i> shall be developed through participatory mapping involving directly affected <i>communities</i> (including relevant neighbouring communities and authorities).	Maps of an appropriate scale showing the extent of recognised legal, customary or other land <i>user rights</i> shall be developed through participatory mapping involving directly affected <i>communities</i> (including relevant neighbouring communities and authorities).	Maps of an appropriate scale showing the extent of recognised legal, customary or other land <i>user rights</i> shall be developed through participatory mapping involving directly affected <i>communities</i> (including relevant neighbouring communities and authorities).
		4.2.7 C	The negotiated agreement shall include: a) <i>Parties</i> and representatives to the agreement b) Duration of development and any other implications of the agreement c) Compensation and benefits d) Grievance Mechanism e) Provisions for monitoring, renegotiation, renewal and termination. The negotiated agreement shall be signed by the Unit of Certification, directly affected <i>communities</i> and/or representative institutions. Copies shall be provided to all signatories.	The negotiated agreement shall include: a) <i>Parties</i> and representatives to the agreement b) Duration of development and any other implications of the agreement c) Compensation and benefits d) Grievance Mechanism e) Provisions for monitoring, renegotiation, renewal and termination. The negotiated agreement shall be signed by the Unit of Certification, directly affected <i>communities</i> and/or representative institutions. Copies shall be provided to all signatories.	The negotiated agreement shall include: a) <i>Parties</i> and representatives to the agreement b) Duration of development and any other implications of the agreement c) Compensation and benefits d) Grievance Mechanism e) Provisions for monitoring, renegotiation, renewal and termination. The negotiated agreement shall be signed by the Unit of Certification, directly affected <i>communities</i> and/or representative institutions. Copies shall be provided to all signatories.
		4.2.8	Monitoring of FPIC implementation (negotiated agreement terms) with directly affected <i>communities</i> shall be conducted annually. Gaps in implementation shall be identified during annual monitoring and corrective action shall be taken.	Monitoring of FPIC implementation (negotiated agreement terms) with directly affected <i>communities</i> shall be conducted annually. Gaps in implementation shall be identified during annual monitoring and corrective action shall be taken.	Monitoring of FPIC implementation (negotiated agreement terms) with directly affected <i>communities</i> shall be conducted annually. Gaps in implementation shall be identified during annual monitoring and corrective action shall be taken.
4.3	The <i>Unit of Certification</i> contributes to local sustainable development as agreed by directly affected <i>communities</i> .	4.3.1	Contributions to community development by the <i>Unit of Certification</i> shall be based on the results of consultation with directly affected <i>communities</i> .	Contributions to community development by the <i>Unit of Certification</i> shall be based on the results of consultation with directly affected <i>communities</i> .	Contributions to community development by the <i>Unit of Certification</i> shall be based on the results of consultation with directly affected <i>communities</i> .
4.4	FPIC for <i>new planting</i> shall be obtained where legal, customary and other land <i>user rights</i> of <i>communities</i> are directly affected by the proposed development.	4.4.1 C	Indicators 4.2.1(C) to 4.2.9 shall apply to new planting	Indicators 4.2.1(C) to 4.2.9 shall apply to new planting	Indicators 4.2.1(C) to 4.2.9 shall apply to new planting
		4.4.2	FPIC shall be implemented on new lands acquired under <i>eminent domain</i> after 15 November 2018, except in areas used for governmental programmes.	FPIC shall be implemented on new lands acquired under <i>eminent domain</i> after 15 November 2018, except in areas used for governmental programmes.	FPIC shall be implemented on new lands acquired under <i>eminent domain</i> after 15 November 2018, except in areas used for governmental programmes.
		4.4.3 C	New lands shall not be acquired in areas inhabited by <i>communities</i> living in <i>voluntary isolation</i> .	New lands shall not be acquired in areas inhabited by <i>communities</i> living in <i>voluntary isolation</i> .	New lands shall not be acquired in areas inhabited by <i>communities</i> living in <i>voluntary isolation</i> .
4.5	Compensation is provided for agreed land acquisition and relinquishment of legal, customary or other land <i>user rights</i> of directly affected <i>Communities</i> .	4.5.1 C	A mutually agreed and socialised procedure to identify people entitled to compensation shall be in place by the <i>Unit of Certification</i> .	A mutually agreed and socialised procedure to identify people entitled to compensation shall be in place by the <i>Unit of Certification</i> .	A mutually agreed and socialised procedure to identify people entitled to compensation shall be in place by the <i>Unit of Certification</i> .
			Guidance note: the agreed procedure shall take into account the children right's	guidance of 4.6.1, the agreed procedure shall take into account the children right's	guidance of 4.6.1, the agreed procedure shall take into account the children right's



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PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)	
1		4.5.2	Equal opportunities shall be provided to both men and women to hold land titles for small holdings under compensation within the negotiated agreement.	Equal opportunities shall be provided to both men and women to hold land titles for small holdings under compensation within the negotiated agreement.	Equal opportunities shall be provided to both men and women to hold land titles for small holdings under compensation within the negotiated agreement.	
		4.5.3	Directly affected <i>communities</i> shall be represented through institutions or representatives of their own choosing in negotiations of compensation.	Directly affected <i>communities</i> shall be represented through institutions or representatives of their own choosing in negotiations of compensation.	Directly affected <i>communities</i> shall be represented through institutions or representatives of their own choosing in negotiations of compensation.	
		4.5.4	The process and outcomes of compensation shall be documented and made available to directly affected <i>communities</i> .	The process and outcomes of compensation shall be documented and made available to directly affected <i>communities</i> .	The process and outcomes of compensation shall be documented and made available to directly affected <i>communities</i> .	
		4.5.5	Compensation shall be distributed as per the agreed timelines in the negotiated agreement.	Compensation shall be distributed as per the agreed timelines in the negotiated agreement.	Compensation shall be distributed as per the agreed timelines in the negotiated agreement.	
	4.6	There is a conflict resolution system to resolve disputes in a practical and constructive manner.	4.6.1 C	A documented conflict resolution system shall be established and implemented to diffuse, resolve and remediate disagreements, confrontations and tensions with Communities. For compensation within the conflict resolution system, refer to Criteria 4.6. Note: This applies for existing and newly acquired plantations.	A documented conflict resolution system shall be established and implemented to diffuse, resolve and remediate disagreements, confrontations and tensions with Communities. For compensation within the conflict resolution system, refer to Criteria 4.6. Note: This applies for existing and newly acquired plantations.	A documented conflict resolution system shall be established and implemented to diffuse, resolve and remediate disagreements, confrontations and tensions with Communities. For compensation within the conflict resolution system, refer to Criteria 4.6. Note: This applies for existing and newly acquired plantations.
	4.6.2	The conflict resolution system shall include the option of access to: a) independent legal and technical advice b) third-party mediator	4.6.2	The conflict resolution system shall include the option of access to: a) independent legal and technical advice b) third-party mediator	The conflict resolution system shall include the option of access to: a) independent legal and technical advice b) third-party mediator	
	4.6.3	The conflict resolution system shall be used to address unresolved conflicts involving directly affected Communities that have been dispossessed or forced to abandon their customary lands and other land user rights. The resolution of these claims shall be settled using the relevant requirements (Indicators 4.2.6(C) and 4.2.7(C))	4.6.3	The conflict resolution system shall be used to address unresolved conflicts involving directly affected Communities that have been dispossessed or forced to abandon their customary lands and other land user rights. The resolution of these claims shall be settled using the relevant requirements (Indicators 4.2.6(C) and 4.2.7(C))	The conflict resolution system shall be used to address unresolved conflicts involving directly affected Communities that have been dispossessed or forced to abandon their customary lands and other land user rights. The resolution of these claims shall be settled using the relevant requirements (Indicators 4.2.6(C) and 4.2.7(C))	
	4.6.4	For any conflict or dispute over the land, the extent of the disputed area shall be mapped out through participatory mapping with directly affected Communities (including neighbouring communities and relevant authorities where applicable). Refer to Indicator 4.2.7(C).	4.6.4	For any conflict or dispute over the land, the extent of the disputed area shall be mapped out through participatory mapping with directly affected Communities (including neighbouring communities and relevant authorities where applicable). Refer to Indicator 4.2.7(C).	For any conflict or dispute over the land, the extent of the disputed area shall be mapped out through participatory mapping with directly affected Communities (including neighbouring communities and relevant authorities where applicable). Refer to Indicator 4.2.7(C).	
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PRINCIPLE	CRITERIA	INDICATORS	
		Mill-with-own-plantation & Grower (>500ha)	
5 Support smallholder inclusion	5.1 The <i>Unit of Certification</i> deals fairly and transparently with all <i>smallholders</i> (Independent and Scheme), <i>medium growers</i> and other local businesses.	5.1.1	Information on current and previous period prices paid for FFB by the <i>Unit of Certification</i> shall be made publicly available and accessible by <i>smallholders</i> and <i>medium growers</i> .
		5.1.2 C	Evidence is available that the <i>Unit of Certification</i> explained the FFB pricing to <i>smallholders</i> and <i>medium growers</i> .
		5.1.3 C	Fair or Competitive pricing, including premium pricing, when applicable, shall be in agreement by both the <i>Unit of Certification</i> with participating <i>smallholders</i> and/or <i>medium growers</i> within the supply base and documented.  PROCEDURAL NOTE. In the absence of government floor pricing, the National Interpretation will develop a procedure to calculate a fair price for FFB".
		5.1.4 C	Evidence documented that all <i>parties</i> supporting/ assisting <i>smallholders</i> over the period of <i>contract/agreement</i> negotiation, if requested, have adequate understanding, information and access to the <i>contract/agreement</i> , and involved in all decision-making processes. Decision-making processes include those processes involving finance, loans/credits, and repayments through FFB price reductions for replanting and/or other support mechanisms, where applicable.
		5.1.5	Any <i>contract/agreement</i> signed by both the <i>Unit of Certification</i> and the <i>smallholders</i> and/or <i>medium growers</i> , supplying FFB to the <i>Unit of Certification</i> , shall be legal, fair and transparent with an agreed timeframe in an agreed manner.
		5.1.6 C	Payments terms shall be clearly stated in <i>contract/agreement</i> signed by both the <i>Unit of Certification</i> and the <i>smallholders</i> and/or <i>medium growers</i> , supplying FFB to the <i>Unit of Certification</i> , covering (not limited to) receipts specifying: price, weight, deductions, amount paid and terms/frequency of payments.
		5.1.7	Weighing equipment of the <i>Unit of Certification</i> , of which used to weigh FFB supplied by <i>smallholders</i> and/or <i>medium growers</i> , shall be verified by an independent third party on annual basis. Verification can be by government authority.
		5.1.8	The <i>Unit of Certification</i> supports <i>smallholders</i> and <i>medium growers</i> achieving RSPO certification, where applicable, ensuring mutual agreements between the <i>Unit of Certification</i> and the <i>smallholders</i> and <i>medium growers</i> on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material.
		5.2 The <i>Unit of Certification</i> supports smallholders inclusion in	5.2.1

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PRINCIPLE	CRITERIA	INDICATORS Mill-with-own-plantation & Grower (>500ha)	
	sustainable palm oil value chains to improve their livelihoods.	5.2.2	The <i>Unit of Certification</i> shall develops and implements livelihood improvement programmes for interested <i>smallholders</i> , including (at least) capacity building to enhance FFB productivity, FFB quality, organisational and managerial competencies, and other relevant elements of RSPO certification.
		5.2.3	Where applicable, the <i>Unit of Certification</i> shall provides support to <i>smallholders</i> to promote legality of FFB production.
		5.2.4	C Evidence documented of capacity building activities provided by the <i>Unit of Certification</i> to its <i>scheme smallholders</i> on <i>pesticide</i> handling and management.
		5.2.5	The <i>Unit of Certification</i> shall regularly reviews and made publicly available its reports on the progress of <i>smallholder</i> support programme.

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PRINCIPLE	CRITERIA	INDICATORS	
		Mill-with-own-plantation & Grower (>500ha)	
6 Respect Workers' Rights and Conditions	6.1 All forms of <i>discrimination</i> are prohibited against all <i>workers</i> , regardless of their employment type (eg. permanent, temporary, seasonal, casual and day workers), nationality, ethnicity, religion, union membership and gender.	6.1.1	C A non-discrimination and equal opportunity policy shall be established and implemented. This policy shall be made available and socialised to all levels of the <i>workforce</i> , <i>operations</i> and suppliers and <i>labour recruiters</i> . There shall be no discrimination based on ethnic origin, caste, nationality, religion, disability, gender, marital status, pregnancy, sexual orientation, gender identity, type of migrant, <i>migrant worker status</i> , union membership, political affiliation and/or age. The policy applies to recruitment, hiring, work scope, pay and benefits and access to training, promotion, facilities and work-equipment.
		6.1.2	C Women and men shall be provided with equal opportunities ie. in recruitment, hiring, work scope, pay and benefits and access to training, promotion, facilities and work-equipment, receive equal remuneration for work of equal value and equal evaluation based on the quality of their work.
		6.1.3	C All workers, regardless of their employment type shall be afforded protection available under local labour laws, international laws as ratified by the destination country and international labour standards that are applicable. This shall include access to remedy.
	6.2 Working and living conditions for all <i>workers</i> (regardless of employment type) shall meet legal or industry minimum standards.  (Guidance: living conditions only applicable to workers that reside in accommodation provided by employer)	6.2.1	C Employment contracts shall set out the <i>*terms &amp; conditions of employment*</i> , pay and other legal labour requirements that meets or exceeds national legal requirements. The employment contract shall be made available and explained in a language understood or spoken by the worker. A written copy of the employment contract shall be given to workers. Where foreign <i>migrant workers</i> are hired at the source country, they shall sign their employment contract at the source country. Changes to the foreign <i>migrant workers</i> employment contract shall be prohibited unless these changes are made to meet local law (destination country) and provide equal or better terms.
		6.2.2	C The <i>Unit of Certification</i> provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities, complying with national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers' Housing. In the case of acquisitions of non-certified units, a <i>*plan*</i> is developed detailing the upgrade of infrastructure. The unit of certification shall review the plan to upgrade the infrastructure to meet the national law or any other guidelines within a reasonable period to ensure the workers welfare and safety is protected.
		6.2.3	C The <i>Unit of Certification</i> shall ensure workers have access to sufficient and affordable food.
		6.2.4	C Permanent, full-time employment shall be used for all core work performed by the unit of certification. The unit of certification clearly defines work categories: core, temporary and seasonal work. Casual, temporary and day labour shall be limited to jobs that are temporary or seasonal. Guidance note. workers should not be repeatedly hired on temporary contracts and in accordance to national regulations when there is national regulations.
	6.3 Pay for all <i>workers</i> , regardless of employment type (eg. permanent, temporary, seasonal, casual	6.3.1	C Workers shall be paid according to the terms in their employment contract (monthly/weekly/daily as relevant). The <i>Unit of Certification</i> shall maintain records for each and every type of <i>worker</i> , of hours worked (regular and overtime), calculation of wages and lawful deductions (to meet national regulations), and actual wages paid. <i>Workers</i> shall be provided payslips showing all details of payments and deductions. Work done by employed family members shall be documented in individual payslips.

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PRINCIPLE	CRITERIA	INDICATORS Mill-with-own-plantation & Grower (>500ha)	
	and day workers) meet legal or industry minimum standards and are sufficient to provide <i>decent living wages (DLW)</i> .	6.3.2	<p>DLW shall be paid to all workers, regardless of their employment type (e.g., permanent, temporary, seasonal, casual, contractual, migrant and day workers). For workers who are paid based on fair quotas and/or piecework performed during normal working hours, they shall be paid in proportion of the daily rate for DLW according to the hours worked.</p> <p>PROCEDURAL NOTE RSPO will endeavour to ascertain the appropriate living wage benchmarks for palm oil-producing areas in which its members operate. Once the appropriate living wage benchmarks are available, the Unit of Certification (UoC) shall update their prevailing wage, identify living wage gap, develop a time-bound wage improvement plan and take measures to close the gap (if any).</p> <p>Until the appropriate living wage benchmarks are available, the Procedural Note below (i) and (ii) shall be required to meet compliance for Indicator 6.3.2.</p> <p>i) UoC shall comply with applicable national and local legislations as well as industry standards regarding working hours and overtime regulations ii) All workers shall be paid legal minimum wage or minimum wage negotiated in Collective Bargaining Agreements (CBAs) whichever is higher. Noting the following: a. Any performance bonuses and overtime pay shall not be counted as part of the legal minimum wage or CBA minimum wage b. For piece rated work, performed during normal working hours, the proportionate pay must not be lower than calculations based on the legal minimum wage or the relevant industry minimum wage or the rate under Collective Bargaining Agreement. c. UoC shall reimburse overtime work at a premium rate at least equal to that required by applicable legal requirement or a Collective Bargaining Agreement, whichever favours the worker. d. Where a work-day is curtailed due to workplace incidents/injuries or force major event, a full day compensation shall be provided. e. All UoC shall conduct an assessment of the prevailing wages paid in accordance with the RSPO endorsed methodology and list of all in-kind benefits provided to workers outside of the minimum wage paid.</p>
	6.4 The <i>Unit of Certification</i> shall respect the rights of all workers to form and join trade unions, associations of their choice, or worker organisations with their own representatives to bargain collectively. Where	6.4.1	C A published statement recognising freedom of association and right to collective bargaining in national languages is available and is explained to all workers in languages that they understand, and is demonstrably implemented.
		6.4.2	Minutes of meetings between the unit of certification with trade unions or <i>workers</i> representatives, who are freely elected, shall be documented and made available upon request; and actions agreed in these meetings are implemented.
		6.4.3	Management shall not interfere with the formation, functioning or administration of <i>worker</i> organisations, registered unions/ labour organisations or associations, or other freely elected worker representatives for all workers including <i>migrant</i> and <i>contract workers</i> .
		6.4.4	Management shall ensure that union members, worker representatives, workers are not subjected to discrimination, <i>intimidation or harassment</i> (including threats), retaliation for being union members, representatives for workers' organisation or being engaged in organising workers.
	6.5 Child labour shall not be used	6.5.1	A policy for the: i) protection of children ii) prohibition and <i>remediation of child labour</i> shall be established and implemented. This policy shall be made available and socialised to all levels of the <i>workforce, operations, suppliers and labour recruiters</i> in languages understood or spoken by them. This policy shall be included into the <i>Unit of Certification's</i> service contracts and supplier agreements.
		6.5.2	The <i>Unit of Certification</i> shall establish and implement procedures for the <i>remediation of child labour</i> in case a child is found working on site.
		6.5.3	C All <i>workers</i> shall be above the national legal minimum working age. There shall be a documented age screening verification procedure. Those who are of national legal minimum working age in their country but under 18 (young persons) shall be employed only in non-hazardous conditions/work, with relevant protective restrictions in place for that work.
		6.5.4	There shall be no children present in gazetted hazardous work areas.

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PRINCIPLE	CRITERIA	INDICATORS	
		Mill-with-own-plantation & Grower (>500ha)	
		6.5.5	The Unit of Certification shall ensure the welfare and access to education to workers' children who stays within the Unit of Certification.
	6.6 There are measures to prevent, mitigate and address all forms of <i>intimidation, harassment, abuse or violence</i> in the workplace.	6.6.1	C A zero-tolerance policy towards all forms of intimidation, harassment (including sexual harassment), abuse (including verbal), coercion (both physical and psychological) and violence shall be established and implemented. This policy shall be made available and socialised to all levels of the workforce, operations, suppliers and labour recruiters in languages understood or spoken by them. This policy shall be included into the unit of certification's service contracts and supplier agreements.
	6.7 Rights of women workers are respected and promoted (eg. reproductive rights, etc.) and where violations are found, they shall be remediated.	6.7.1	C A policy to protect the reproductive rights and maternal health of women, shall be established and implemented. This policy shall be made available and socialised to all levels of the <i>workforce</i> and <i>operations</i> in languages understood or spoken by them.
		6.7.2	Women shall have access to opportunities and resources to improve themselves through training and capacity development programmes.
		6.7.3	C The <i>Unit of Certification</i> shall establish a Women Welfare Committee. The Women Welfare Committee shall meet quarterly at minimum, to discuss all matters related to women's welfare, including grievances or issues related to the workplace. The meetings shall be conducted in a language that is understood by its members. Minutes of meeting shall be documented. The unit of certification shall review the minutes of Women Welfare Committee meeting, and pertinent follow-up actions.
		6.7.4	Women workers shall only be required to undergo pregnancy tests when legally mandated. Alternative equivalent employment shall be offered for pregnant women.
		6.7.5	Management shall assess the needs of new mothers, in consultation with the new mothers, and actions shall be taken to address the needs identified.
		6.7.6	The unit of certification shall provide women workers with access to the Grievance Mechanism. The <i>Unit of Certification</i> shall provide confidential and gender-sensitive procedures to report cases of <i>sexual harassment</i> and <i>discrimination</i> based on gender.
	6.8 There is zero tolerance for Forced Labour and Trafficking in persons. Prevention and remediation procedures are in place  PROCEDURAL NOTE. The definition of <i>recruitment fees</i> can be further refined or defined through RSPO national interpretation (NI) process.	6.8.1	C The unit of certification shall establish and implement policies and procedures on the prevention of: i) <i>Forced labour</i> and <i>trafficking in persons</i> ; ii) Charging workers' <i>recruitment fees and related costs</i> iii) Workers' payment of illegitimate, undisclosed and unreasonable costs  These policies and procedures shall be made available and socialised to all levels of the <i>workforce, operations, suppliers and labour recruiters</i> in languages understood or spoken by them. This policy shall be included into the unit of certification's service contracts and supplier agreements. Guidance needed – scope of due diligence is based on risk assessment.
		6.8.2	C <i>Workers</i> shall not be required to surrender any government-issued identification, passports, or work permits to the unit of certification or those acting on its behalf, except for mandatory legal or immigration purposes. The <i>Unit of Certification</i> shall provide at the workers' request secure storage for these documents. Such storage shall be freely accessible to <i>workers</i> .
		6.8.3	C There shall be no <i>debt bondage</i> and withholding of wages. This includes the following: i) Delayed or non-payment of wages, and allowing wage arrears to accumulate; ii) Deception (see Annex 1: Definition) in the calculation and payment of wages, including unlawful wage deductions; iii) Requiring workers to pay deposits to the unit of certification; iv) Wage advances and loans (and related interest rates) which exceed the limits prescribed by law. v) Recruitment-related fees
		6.8.4	All overtime work shall be voluntary and in accordance with the local labour regulations. The total working hours shall allow for adequate breaks and rest periods during a working day, as determined by local labour regulations, including at least 24 consecutive hours of rest in every 7 days period

Note: *Terms* for which a definition is provided in the '*Definitions*' are in italics.

PRINCIPLE	CRITERIA	INDICATORS Mill-with-own-plantation & Grower (>500ha)
		<p>6.8.5 C Workers shall have the right to enter into and terminate their employment freely, by means of notice, as stipulated within the employment contract without the threat of penalty.</p> <p>6.8.6 Workers shall be free to exit the work premises upon completion of their working hours, and free to enter or exit the unit of certification provided accommodation (onsite or offsite) outside working hours, with reasonable restrictions related to safety and security. See Guidance Note for more details on reasonable restrictions.</p> <p>6.8.7 Workers' access to transport and/or communication shall not be restricted. Restriction of transport and/or communication shall not be used as a disciplinary measure.</p> <p>6.8.8 Workers shall not be required to pay any <i>recruitment fees</i>, related costs and illegitimate, undisclosed, and unreasonable costs to obtain or retain employment. These fees and costs shall not be collected directly or indirectly, including through deductions from wages and/or benefits.</p> <p>The <i>Unit of Certification</i> shall have a process in place to identify whether fees have been paid by workers, and to reimburse workers where such recruitment fees and related costs are found to be paid.</p> <p>Reimbursement shall be conducted in a timely manner from the date of discovery of worker paid fees, with the total timeframe from calculation of payments till final payment not exceeding 9 months.</p> <p>All workers currently employed and all those formerly employed at least to the date of endorsement of the 2018 Principles and Criteria shall be reimbursed.</p> <p>PROCEDURAL NOTE The reimbursement of recruitment fees should follow the steps of the Impactt Principles and Guidelines for the Repayment of Migrant Worker Recruitment Fees and Related Costs until such guidance is developed by RSPO.</p>
	<p>6.9 The <i>Unit of Certification</i> ensures that the working environment under its control is safe, employs safe working practices and is committed to occupational health and safety of its workers.</p>	<p>6.9.1 C The <i>Unit of Certification</i> shall establish and implement Occupational Health and Safety policies and procedures, outlining the roles and responsibilities of the unit of certification and workers:</p> <ul style="list-style-type: none"> <li>i) To provide a safe and healthy working place</li> <li>ii) To prevent work-related injuries and ill health</li> <li>iii) To comply with applicable national laws and regulations and collective agreements</li> <li>iv) For workers to report and raise health and safety issues, including work related injury and illness</li> </ul> <p>These policies and procedures shall be made available and socialised to all levels of the <i>workforce</i> and <i>operations</i> in languages understood or spoken by them.</p>

Note: *Terms* for which a definition is provided in the 'Definitions' are in italics.

PRINCIPLE	CRITERIA	INDICATORS	
			Mill-with-own-plantation & Grower (>500ha)
		6.9.2	C The <i>Unit of Certification</i> shall establish a separate *Health and Safety (H&S) Committees* for their mills and estates comprised of management and worker representatives, including representatives of recognised unions, unless otherwise specified by law or if workers are not union. These *H&S Committees* shall meet quarterly at minimum. The *H&S Committees* shall: i) Discuss Workplace health and safety issues, ii) Review Hazard Identification, *Risk Assessment* and Risk Control (HIRARC) iii) Identify and determine the necessary controls for elimination of hazards iv) Inspect workplace safety v) Establish proper identification, safe storage, mixing and usage of chemicals, including pesticides and written procedure for the safe storage, handling, mixing, use and disposal of chemicals vi) Discuss continual improvement of the management system to enhance the unit of certification's H&S performance vii) Receive training annually on continuous improvement of workplace health and safety The meetings shall be conducted in a language that is understood or spoken by its members. Minutes of meeting shall be documented. The unit of certification shall review the minutes of *H&S Committee* meeting and take appropriate follow-up actions.
		6.9.3	C The <i>Unit of Certification</i> shall conduct separate hazard identification, risk assessment and risk control of their mills and estates to identify health and safety issues (ie. mills and estates), including gender-specific impacts (eg. impact of pesticides on reproductive health, pregnant women). Processes to investigate and assess risks associated with work-related incidents, identify work hazards including chemical health risk assessment shall be implemented and documented.
		6.9.4	C Corrective actions, mitigation plans and improvements shall be developed ("H&S Plan") for both mills and estates, and implemented based on risk assessment outcomes in Indicator 6.10.3, in consultation with workers.
		6.9.5	C The Unit of Certification shall review the H&S Plan twice yearly at a minimum to monitor its effectiveness.
		6.9.6	C Job-specific occupational health and safety procedures shall be socialised to workers in a language that is understood or spoken by them. Workers shall be trained in basic first aid and avoiding work-related hazards.
		6.9.7	C <b>All workers shall be provided at no cost with quality personal protective equipment appropriate to the size of the worker and to the activity executed.</b> <b>Workers shall be made aware of the available personal protective equipment, its use and maintenance through training. If there is a need for the PPE to be replaced, it shall be provided free of charge.</b>  <b>[NEW INDICATOR] Workers shall be provided suitable and sufficient sanitation facilities, within reasonable reach, including toilets in the field.</b>  <b>All workers shall be provided at no cost with quality personal protective equipment appropriate to the size of the worker and to the activity executed.</b> <b>Workers shall be made aware of the available personal protective equipment, its use and maintenance through training. If there is a need for the PPE to be replaced, it shall be provided free of charge. Workers shall be provided suitable and sufficient sanitation facilities, within reasonable reach.</b>
		6.9.8	C All workers shall have access to medical facilities. In the event that there are no easily available medical facilities, the unit of certification shall ensure that the workers are able to access and use local medical services providers in case of medical emergencies and are provided with the contact details of the nearest local medical services. Costs incurred from work-related incidents leading to injury or sickness, as well as medical check-ups applicable to specific jobs (eg. pesticide application, loud machinery, etc), shall be covered in accordance with national law or by the unit of certification where national law does not offer protection. Paid sick leave shall be accorded where time off is taken due to illness or injuries.



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PRINCIPLE	CRITERIA	INDICATORS <i>Mill-with-own-plantation &amp; Grower (&gt;500ha)</i>
		<p>6.9.9 An Emergency Response Plan (ERP) shall be established, made available and socialised to the workers in a language that is understood or spoken by them. The ERP shall include:</p> <ul style="list-style-type: none"> <li>i) Establishment of an Emergency Response Team (ERT) trained in first aid, emergency wildlife response and chemical emergency response both in field and other operations.</li> <li>ii) Placement/locations of first aid equipment with appropriate stock of medical first aid supplies in the plantations that shall be maintained at all times with valid expiration dates.</li> <li>iii) Process of recording and documenting workplace accidents.</li> </ul> <p>The Emergency Response Plan shall be reviewed twice yearly.</p> <p>6.9.10 Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics. Work place accidents and work related accidents are reported to the relevant government department (occupational, safety and health), where such authority and requirements exist.</p>

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Note: *Terms* for which a definition is provided in the '*Definitions*' are in italics.

PRINCIPLE	CRITERIA		INDICATORS			
			Mill-with-own-plantation & Grower (>500ha)	Medium grower (*50-500ha or to be determined through NI)	Smallholder (< or equal to 50ha)	
7 Protect, Conserve and Enhance Ecosystems and the Environment	7.1 Pests, diseases, weeds and invasive species introduced by the <i>Unit of Certification</i> are effectively managed using appropriate Integrated Pest Management (IPM) techniques.	7.1.1	C	An <i>integrated pest management (IPM)</i> plan including KPI of the <i>Unit of Certification</i> shall be established, implemented, monitored, and documented to avoid, or reduce, the use of pesticides; and to minimize, monitor strict control the usage of <i>biological control agents</i> to prevent and mitigate damages to the environment.	An <i>integrated pest management (IPM)</i> plan including KPI of the <i>Unit of Certification</i> shall be established, implemented, monitored, and documented to avoid, or reduce, the use of pesticides; and to minimize, monitor strict control the usage of <i>biological control agents</i> to prevent and mitigate damages to the environment.	An <i>integrated pest management (IPM)</i> plan including KPI of the <i>Unit of Certification</i> shall be established, implemented, monitored, and documented to avoid, or reduce, the use of pesticides; and to minimize, monitor strict control the usage of <i>biological control agents</i> to prevent and mitigate damages to the environment.
		7.1.2		Species referenced in the Global Invasive Species Database and CABI.org are not to be used in the <i>Unit of Certification</i> , unless <i>plans</i> to prevent and monitor their spread are implemented.	Species referenced in the Global Invasive Species Database and CABI.org are not to be used in the <i>Unit of Certification</i> , unless <i>plans</i> to prevent and monitor their spread are implemented.	Species referenced in the Global Invasive Species Database and CABI.org are not to be used in the <i>Unit of Certification</i> , unless <i>plans</i> to prevent and monitor their spread are implemented.
		7.1.3		Fire shall not be used for pest control in the <i>Unit of Certification</i> , unless in exceptional circumstances. When fire is used, prior approval from government authorities obtained with a <i>plan</i> to prevent, mitigate and/or repair damage(s) to the environment implemented and monitored.	Fire shall not be used for pest control in the <i>Unit of Certification</i> , unless in exceptional circumstances. When fire is used, prior approval from government authorities obtained with a <i>plan</i> to prevent, mitigate and/or repair damage(s) to the environment implemented and monitored.	Fire shall not be used for pest control in the <i>Unit of Certification</i> , unless in exceptional circumstances. When fire is used, prior approval from government authorities obtained with a <i>plan</i> to prevent, mitigate and/or repair damage(s) to the environment implemented and monitored.
	7.2 Pesticides used by the <i>Unit of Certification</i> are in ways that do not endanger health of workers, families, communities or the environment.	7.2.1	C	Justification of all <i>pesticides</i> used is demonstrated. Selective products and application methods that are specific to the targeted pest, weed or disease are prioritised.	Justification of all <i>pesticides</i> used is demonstrated. Selective products and application methods that are specific to the targeted pest, weed or disease are prioritised.	Justification of all <i>pesticides</i> used is demonstrated. Selective products and application methods that are specific to the targeted pest, weed or disease are prioritised.
		7.2.2	C	<i>Pesticides</i> usage in the <i>Unit of Certification</i> (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha, re-entry time and number of applications) shall be documented.	<i>Pesticides</i> usage in the <i>Unit of Certification</i> (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha, re-entry time and number of applications) shall be documented.	<i>Pesticides</i> usage in the <i>Unit of Certification</i> (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha, re-entry time and number of applications) shall be documented.
		7.2.3	C	Any use of pesticides in the <i>Unit of Certification</i> is minimised as part of a plan, eliminated where possible, in accordance with <i>IPM</i> plans.	Any use of pesticides in the <i>Unit of Certification</i> is minimised as part of a plan, eliminated where possible, in accordance with <i>IPM</i> plans.	Any use of pesticides in the <i>Unit of Certification</i> is minimised as part of a plan, eliminated where possible, in accordance with <i>IPM</i> plans.
		7.2.4		There is no <i>prophylactic</i> use of pesticides in the <i>Unit of Certification</i> , unless in exceptional circumstances, as identified in national best practice guidelines.	There is no <i>prophylactic</i> use of pesticides in the <i>Unit of Certification</i> , unless in exceptional circumstances, as identified in national best practice guidelines.	There is no <i>prophylactic</i> use of pesticides in the <i>Unit of Certification</i> , unless in exceptional circumstances, as identified in national best practice guidelines.

Note: *Terms* for which a definition is provided in the '*Definitions*' are in italics.

PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)
		7.2.5	<i>Pesticides</i> that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, shall not be used in the <i>Unit of Certification</i> , unless in exceptional circumstances, as validated by a due diligence process and reported to the RSPO Secretariat prior to application, or when authorised by government authorities for pest outbreaks. The due diligence refers to: a) Judgment of the threat and verify why this is a major threat b) Why there is no other alternative which can be used c) Which process was applied to verify why there is no other less hazardous alternative d) What is the process to limit the negative impacts of the application e) Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.	<i>Pesticides</i> that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, shall not be used in the <i>Unit of Certification</i> , unless in exceptional circumstances, as validated by a due diligence process and reported to the RSPO Secretariat prior to application, or when authorised by government authorities for pest outbreaks. The due diligence refers to: a) Judgment of the threat and verify why this is a major threat b) Why there is no other alternative which can be used c) Which process was applied to verify why there is no other less hazardous alternative d) What is the process to limit the negative impacts of the application e) Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.	<i>Pesticides</i> that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, shall not be used in the <i>Unit of Certification</i> , unless in exceptional circumstances, as validated by a due diligence process and reported to the RSPO Secretariat prior to application, or when authorised by government authorities for pest outbreaks. The due diligence refers to: a) Judgment of the threat and verify why this is a major threat b) Why there is no other alternative which can be used c) Which process was applied to verify why there is no other less hazardous alternative d) What is the process to limit the negative impacts of the application e) Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.
		7.2.7	C Storage of all <i>pesticides</i> is in accordance with recognised best practices.	C Storage of all <i>pesticides</i> is in accordance with recognised best practices.	C Storage of all <i>pesticides</i> is in accordance with recognised best practices.
		7.2.8	C The <i>Unit of Certification</i> shall not launch aerial spraying of <i>pesticides</i> , unless in exceptional circumstances where no other viable alternatives are available. When aerial spraying is unavoidable, prior approval from government authorities obtained and detailed information of the aerial spraying shall be provided to affected local communities at least 48 hours prior to application of aerial spraying.	C The <i>Unit of Certification</i> shall not launch aerial spraying of <i>pesticides</i> , unless in exceptional circumstances where no other viable alternatives are available. When aerial spraying is unavoidable, prior approval from government authorities obtained and detailed information of the aerial spraying shall be provided to affected local communities at least 48 hours prior to application of aerial spraying.	C The <i>Unit of Certification</i> shall not launch aerial spraying of <i>pesticides</i> , unless in exceptional circumstances where no other viable alternatives are available. When aerial spraying is unavoidable, prior approval from government authorities obtained and detailed information of the aerial spraying shall be provided to affected local communities at least 48 hours prior to application of aerial spraying.
	7.3 Waste produced by the <i>Unit of Certification</i> is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner	7.3.1	A waste management plan for the <i>Unit of Certification</i> , including KPIs for operational and domestic waste which emphasizes reduction, reusing, recycling is developed and implemented including segregation of recyclables and non-recyclables and responsible disposal of toxic and hazardous material.	A waste management plan including KPIs for operational and domestic waste which emphasizes reduction, reusing, recycling is developed and implemented including segregation of recyclables and non-recyclables and responsible disposal of toxic and hazardous material.	A waste management plan including KPIs for operational and domestic waste which emphasizes reduction, reusing, recycling is developed and implemented including segregation of recyclables and non-recyclables and responsible disposal of toxic and hazardous material.

Note: *Terms* for which a definition is provided in the '*Definitions*' are in italics.

PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)
		7.3.2	Waste management of the <i>Unit of Certification</i> shall be monitored with progress documented, showing improved waste management and reduced use of landfill to dispose of waste, particularly plastic.	Waste management of the <i>Unit of Certification</i> shall be monitored with progress documented, showing improved waste management and reduced use of landfill to dispose of waste, particularly plastic.	Waste management of the <i>Unit of Certification</i> shall be monitored with progress documented, showing improved waste management and reduced use of landfill to dispose of waste, particularly plastic.
		7.3.3	The <i>Unit of Certification</i> have and implemented a <i>standard operating procedure (SOP)</i> for reducing, recycling, reusing and disposing waste; with managers and workers awared of these procedures and implement them.	The <i>Unit of Certification</i> have and implemented a <i>standard operating procedure (SOP)</i> for reducing, recycling, reusing and disposing waste; with managers and workers awared of these procedures and implement them.	The <i>Unit of Certification</i> have and implemented a <i>standard operating procedure (SOP)</i> for reducing, recycling, reusing and disposing waste; with managers and workers awared of these procedures and implement them.
		7.3.4	The <i>Unit of Certification</i> shall not use open fire for waste disposal.	The <i>Unit of Certification</i> shall not use open fire for waste disposal.	The <i>Unit of Certification</i> shall not use open fire for waste disposal.
	7.4 Practices to minimise and control erosion and degradation of soils in the <i>Unit of Certification</i> implemented based on soil survey and topographic information.	7.4.1 C	Maps identifying marginal and <i>fragile soils</i> , including <i>steep terrain</i> , of the <i>Unit of Certification</i> are available.	Maps identifying marginal and <i>fragile soils</i> , including <i>steep terrain</i> , of the <i>Unit of Certification</i> are available.	Maps identifying marginal and <i>fragile soils</i> , including <i>steep terrain</i> , of the <i>Unit of Certification</i> are available.
		7.4.2	[Option 1] There shall be no replanting of oil palm on <i>steep terrain</i> in the <i>Unit of Certification</i> .  [Option 2] There shall be no extensive replanting of oil palm on <i>steep terrain</i> in the <i>Unit of Certification</i> .	[Option 1] There shall be no replanting of oil palm on <i>steep terrain</i> in the <i>Unit of Certification</i> .  [Option 2] There shall be no extensive replanting of oil palm on <i>steep terrain</i> in the <i>Unit of Certification</i> .	[Option 1] There shall be no replanting of oil palm on <i>steep terrain</i> in the <i>Unit of Certification</i> .  [Option 2] There shall be no extensive replanting of oil palm on <i>steep terrain</i> in the <i>Unit of Certification</i> .
		7.4.3	There shall be no new planting of oil palm on <i>steep terrain</i> and river buffer; and <i>new planting on marginal and fragile soils</i> , is avoided. Any unavoidable <i>new planting on marginal and fragile soils</i> shall be done in accordance with the soil management plan for best practices.	There shall be no new planting of oil palm on <i>steep terrain</i> and river buffer; and <i>new planting on marginal and fragile soils</i> , is avoided. Any unavoidable <i>new planting on marginal and fragile soils</i> shall be done in accordance with the soil management plan for best practices.	There shall be no new planting of oil palm on <i>steep terrain</i> and river buffer; and <i>new planting on marginal and fragile soils</i> , is avoided. Any unavoidable <i>new planting on marginal and fragile soils</i> shall be done in accordance with the soil management plan for best practices.
		7.4.4	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure of the <i>Unit of Certification</i> .	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure of the <i>Unit of Certification</i> .	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure of the <i>Unit of Certification</i> .
	7.5 No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed	7.5.1 C	There shall be no <i>new planting</i> on peat regardless of depth after 15 November 2018 in existing and new development areas of the <i>Unit of Certification</i> .	There shall be no <i>new planting</i> on peat regardless of depth after 15 November 2018 in existing and new development areas of the <i>Unit of Certification</i> .	There shall be no <i>new planting</i> on peat regardless of depth after 15 November 2018 in existing and new development areas of the <i>Unit of Certification</i> .

Note: *Terms* for which a definition is provided in the '*Definitions*' are in italics.

PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)
	responsibly identified in the <i>Unit of Certification</i> .	7.5.2	Areas of peat within the <i>Unit of Certification</i> are mapped, inventoried and reported to RSPO Secretariat in accordance with the latest version of the <b><u>RSPO Procedures on Peat Inventory for RSPO Reporting</u></b> and <b><u>RSPO Peat Inventory Template</u></b> .  Submission is mandatory for initial certification, updated when there are changes and resubmit every 5 years.	Areas of peat within the <i>Unit of Certification</i> are mapped, inventoried and reported to RSPO Secretariat in accordance with the latest version of the <b><u>RSPO Procedures on Peat Inventory for RSPO Reporting</u></b> and <b><u>RSPO Peat Inventory Template</u></b> .  Submission is mandatory for initial certification, updated when there are changes and resubmit every 5 years.	Areas of peat within the <i>Unit of Certification</i> are mapped, inventoried and reported to RSPO Secretariat in accordance with the latest version of the <b><u>RSPO Procedures on Peat Inventory for RSPO Reporting</u></b> and <b><u>RSPO Peat Inventory Template</u></b> .  Submission is mandatory for initial certification, updated when there are changes and resubmit every 5 years.
		7.5.3 C	All existing <i>plantations</i> planted on peat in the <i>Unit of Certification</i> , drainability assessments shall be conducted following the latest version of the <b><u>RSPO Drainability Assessment Procedure</u></b> , starting with an initial assessment 15 years after initial planting which can then be updated by the grower at least two years prior to the planned replanting.	All existing <i>plantations</i> planted on peat in the <i>Unit of Certification</i> , drainability assessments shall be conducted following the latest version of the <b><u>RSPO Drainability Assessment Procedure</u></b> , starting with an initial assessment 15 years after initial planting which can then be updated by the grower at least two years prior to the planned replanting.	All existing <i>plantations</i> planted on peat in the <i>Unit of Certification</i> , drainability assessments shall be conducted following the latest version of the <b><u>RSPO Drainability Assessment Procedure</u></b> , starting with an initial assessment 15 years after initial planting which can then be updated by the grower at least two years prior to the planned replanting.
		7.5.4 C	All existing plantations on peat in the <i>Unit of Certification</i> , shall be guided by the latest version of <b><u>RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat</u></b> and shall be reported in accordance the <b><u>RSPO Peat Audit Procedure</u></b> .  A documented management, analysis and monitoring plan is implemented for peat subsidence, water management and ground cover for all oil palm <i>plantations</i> on peatlands.	All existing plantations on peat in the <i>Unit of Certification</i> , shall be guided by the latest version of <b><u>RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat</u></b> and shall be reported in accordance the <b><u>RSPO Peat Audit Procedure</u></b> .  A documented management, analysis and monitoring plan is implemented for peat subsidence, water management and ground cover for all oil palm <i>plantations</i> on peatlands.	All existing plantations on peat in the <i>Unit of Certification</i> , shall be guided by the latest version of <b><u>RSPO Smallholder Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat</u></b> and shall be reported in accordance the <b><u>RSPO Peat Audit Procedure</u></b> .  A documented management, analysis and monitoring plan is implemented for peat subsidence, water management and ground cover for all oil palm <i>plantations</i> on peatlands.

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PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)
		7.5.5 C	<p>All unplanted and set-aside peatlands in the <i>Unit of Certification</i> (regardless of depth) are protected as 'peatland conservation areas' and shall be guided by the latest version of the <b><u>RSPO Manual on BMPs for Management and Rehabilitation of Peatlands</u></b> and reported in accordance with the <b><u>RSPO Peat Audit Procedure</u></b>.</p> <p>Any actions by the <i>Unit of Certification</i>, that may disrupt integrity or hydrology including new construction of drains, roads, dams, bunds, levees and/or power lines, on peatlands are prohibited.</p> <p>Where fire prevention measures in peat areas are required, there shall be provision for construction of ponds, fire breaks and access paths for fire fighting.</p>	<p>All unplanted and set-aside peatlands in the <i>Unit of Certification</i> (regardless of depth) are protected as 'peatland conservation areas' and shall be guided by the latest version of the <b><u>RSPO Manual on BMPs for Management and Rehabilitation of Peatlands</u></b> and reported in accordance with the <b><u>RSPO Peat Audit Procedure</u></b>.</p> <p>Any actions by the <i>Unit of Certification</i>, that may disrupt integrity or hydrology including new construction of drains, roads, dams, bunds, levees and/or power lines, on peatlands are prohibited.</p> <p>Where fire prevention measures in peat areas are required, there shall be provision for construction of ponds, fire breaks and access paths for fire fighting.</p>	<p>All unplanted and set-aside peatlands in the <i>Unit of Certification</i> (regardless of depth) are protected as 'peatland conservation areas' shall be guided by the latest version of the <b><u>RSPO Smallholder Manual on BMPs for Management and Rehabilitation of Peatlands</u></b> and reported in accordance with the <b><u>RSPO Peat Audit Procedure</u></b>.</p> <p>Any actions by the <i>Unit of Certification</i>, that may disrupt integrity or hydrology including new construction of drains, roads, dams, bunds, levees and/or power lines, on peatlands are prohibited.</p> <p>Where fire prevention measures in peat areas are required, there shall be provision for construction of ponds, fire breaks and access paths for fire fighting.</p> <p>PROCEDURAL NOTE. RSPO to develop the Smallholder Manual on BMPs for Management and Rehabilitation of Peatlands.</p>
	7.6 Practices to maintain the quality and availability of surface and groundwater are implemented. Water management in the <i>Unit of Certification</i> shall be integrated and aligned with water management in HCV set asides.	7.6.1 C	<p>An integrated water management plan developed and implemented in the <i>Unit of Certification</i>, based on the following practices (not exhaustive):</p> <ol style="list-style-type: none"> <li>Promote more efficient use and continued availability of water sources.</li> <li>Ensure adequate access to clean water for workers and other users.</li> <li>Avoid negative impact on other users in the catchment and management practices do not contribute to pollution of water used by communities.</li> <li>(if applicable) Incorporate relevant recommendations from indicator 7.12.4.</li> <li>(if applicable) Manage/ treat domestic waste water (i.e., grey water) from workers' housing before discharge to water course.</li> </ol>	<p>An integrated water management plan developed and implemented in the <i>Unit of Certification</i>, based on the following practices (not exhaustive):</p> <ol style="list-style-type: none"> <li>Promote more efficient use and continued availability of water sources.</li> <li>Ensure adequate access to clean water for workers and other users.</li> <li>Avoid negative impact on other users in the catchment and management practices do not contribute to pollution of water used by communities.</li> <li>(if applicable) Incorporate relevant recommendations from indicator 7.12.4.</li> <li>(if applicable) Manage/ treat domestic waste water (i.e., grey water) from workers' housing before discharge to water course.</li> </ol>	<p>An integrated water management plan developed and implemented in the <i>Unit of Certification</i>, based on the following practices (not exhaustive):</p> <ol style="list-style-type: none"> <li>Promote more efficient use and continued availability of water sources.</li> <li>Ensure adequate access to clean water for workers and other users.</li> <li>Avoid negative impact on other users in the catchment and management practices do not contribute to pollution of water used by communities.</li> <li>(if applicable) Incorporate relevant recommendations from indicator 7.12.4.</li> <li>(if applicable) Manage/ treat domestic waste water (i.e., grey water) from workers' housing before discharge to water course.</li> </ol>

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		7.6.2	C Water courses and wetland in the <i>Unit of Certification</i> shall be protected, including maintaining and restoring appropriate riparian and other buffer zones in line with the latest version of the <b><u>RSPO manual on BMP for Management and Rehabilitation of Riparian Reserve</u></b> .  The BMP need to be revise where manmade drainage also need some kind of riparian or cannot be sprayed. Need more clarification on manmade drain.	Water courses and wetland in the <i>Unit of Certification</i> shall be protected, including maintaining and restoring appropriate riparian and other buffer zones in line with the latest version of the <b><u>RSPO manual on BMP for Management and Rehabilitation of Riparian Reserve</u></b> .  The BMP need to be revise where manmade drainage also need some kind of riparian or cannot be sprayed. Need more clarification on manmade drain.	Water courses and wetland in the <i>Unit of Certification</i> shall be protected, including maintaining and restoring appropriate riparian and other buffer zones in line with the latest version of the <b><u>RSPO manual on BMP for Management and Rehabilitation of Riparian Reserve</u></b> .  The BMP need to be revise where manmade drainage also need some kind of riparian or cannot be sprayed. Need more clarification on manmade drain.
		7.6.3	Mill effluent of the <i>Unit of Certification</i> shall be treated and monitored in compliance with national regulations.	Not applicable	Not applicable
		7.6.4	Mill water use per tonne of FFB of the <i>Unit of Certification</i> is monitored and recorded.	Not applicable	Not applicable
	7.7 Efficiency of fossil fuel use and the use of renewable energy is optimised	7.7.1	A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy for the <i>Unit of Certification</i> is in place and monitored.	Not applicable	Not applicable
	7.8 Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions	7.8.1	C <b>GHG emissions of the <i>Unit of Certification</i> shall be quantified and reported publicly using the <u>RSPO PalmGHG Calculator</u>.</b>  [option 1] Emission trend since 2014 shall be analysed. A plan to reduce or minimise ghg emission are implemented, monitored and reported publicly through the RSPO audit report  [option 2] Emission trend since 2019 shall be analysed. A plan to reduce or minimise ghg emission are implemented, monitored and reported publicly through the RSPO audit report	<b>GHG emissions of the <i>Unit of Certification</i> shall be quantified and reported publicly using the <u>RSPO PalmGHG Calculator</u>.</b>  [option 1] Emission trend since 2014 shall be analysed. A plan to reduce or minimise ghg emission are implemented, monitored and reported publicly through the RSPO audit report  [option 2] Emission trend since 2019 shall be analysed. A plan to reduce or minimise ghg emission are implemented, monitored and reported publicly through the RSPO audit report	<b>GHG emissions of the <i>Unit of Certification</i> shall be quantified and reported publicly using the <u>RSPO PalmGHG Calculator</u>.</b>  [option 1] Emission trend since 2014 shall be analysed. A plan to reduce or minimise ghg emission are implemented, monitored and reported publicly through the RSPO audit report  [option 2] Emission trend since 2019 shall be analysed. A plan to reduce or minimise ghg emission are implemented, monitored and reported publicly through the RSPO audit report
		7.8.2	C New developments since 2014 in the <i>Unit of Certification</i> , shall be conducted with prior assessment to estimate the carbon stocks and major sources of emissions that may result from planned new development, in accordance with the latest version of the <b><u>RSPO GHG Assessment Procedure for New Development</u></b> .	New developments since 2014 in the <i>Unit of Certification</i> , shall be conducted with prior assessment to estimate the carbon stocks and major sources of emissions that may result from planned new development, in accordance with the latest version of the <b><u>RSPO GHG Assessment Procedure for New Development</u></b> .	New developments since 2014 in the <i>Unit of Certification</i> , shall be conducted with prior assessment to estimate the carbon stocks and major sources of emissions that may result from planned new development, in accordance with the latest version of the <b><u>RSPO Greenhouse Gas (GHG) Assessment Procedure for New Development (Reference Tool for Smallholders)</u></b> .

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		7.8.3 C	Other potential pollutants and their usage in the <i>Unit of Certification</i> , at which they become a risk (except for GHG) shall be identified and plans to reduce or minimize them are implemented and monitored.	Other potential pollutants and their usage in the <i>Unit of Certification</i> , at which they become a risk (except for GHG) shall be identified and plans to reduce or minimize them are implemented and monitored.	Other potential pollutants and their usage in the <i>Unit of Certification</i> , at which they become a risk (except for GHG) shall be identified and plans to reduce or minimize them are implemented and monitored.
	7.9 Fire is not used for preparing land and is prevented in the managed area.	7.9.1 C	Land preparation activities for new planting, development and/or replanting within the <i>Unit of Certification</i> shall not be conducted by burning.	Land preparation activities for new planting, development and/or replanting within the <i>Unit of Certification</i> shall not be conducted by burning.	Land preparation activities for new planting, development and/or replanting within the <i>Unit of Certification</i> shall not be conducted by burning.
		7.9.2	The <i>Unit of Certification</i> shall have established fire prevention and control measures for all areas under its direct management, including through engaging adjacent stakeholders.	The <i>Unit of Certification</i> shall have established fire prevention and control measures for all areas under its direct management, including through engaging adjacent stakeholders.	The <i>Unit of Certification</i> shall have established fire prevention and control measures for all areas under its direct management, including through engaging adjacent stakeholders.
	7.10 A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken by the <i>Unit of Certification</i> prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.	7.10.1 C	In new plantings or operations including mills, an independent Social and Environmental Impact Assessment (SEIA) shall be undertaken, but the <i>Unit of Certification</i> , through a participatory methodology involving the affected <i>stakeholders</i> , and including the impacts of any <i>smallholder/outgrower</i> scheme.	In new plantings or operations including mills, an independent Social and Environmental Impact Assessment (SEIA) shall be undertaken, but the <i>Unit of Certification</i> , through a participatory methodology involving the affected <i>stakeholders</i> , and including the impacts of any <i>smallholder/outgrower</i> scheme.	In new plantings or operations including mills, an independent Social and Environmental Impact Assessment (SEIA) shall be undertaken, but the <i>Unit of Certification</i> , through a participatory methodology involving the affected <i>stakeholders</i> , and including the impacts of any <i>smallholder/outgrower</i> scheme.
		7.10.2	Management and monitoring plans for the <i>Unit of Certification</i> , have developed, through participation of affected and interested stakeholders, based on findings from Social and Environmental Impact Assessment (SEIA) conducted.	Management and monitoring plans for the <i>Unit of Certification</i> , have developed, through participation of affected and interested stakeholders, based on findings from Social and Environmental Impact Assessment (SEIA) conducted.	Management and monitoring plans for the <i>Unit of Certification</i> , have developed, through participation of affected and interested stakeholders, based on findings from Social and Environmental Impact Assessment (SEIA) conducted.
		7.10.3 C	In consultation with affected communities, the social and environmental management and monitoring plan shall be reviewed annually to incorporate any update deriving from previous implementation.  Guidance: There shall be evidence to show consultation with affected communities took place and measure taken to incorporate or not their input.	In consultation with affected communities, the social and environmental management and monitoring plan shall be reviewed annually to incorporate any update deriving from previous implementation.  Guidance: There shall be evidence to show consultation with affected communities took place and measure taken to incorporate or not their input.	In consultation with affected communities, the social and environmental management and monitoring plan shall be reviewed annually to incorporate any update deriving from previous implementation.  Guidance: There shall be evidence to show consultation with affected communities took place and measure taken to incorporate or not their input.



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	<p>PROCEDURAL NOTE for 7.11</p> <p>The RSPO commits to balancing sustainable livelihoods and poverty reduction with the need to conserve, protect and enhance ecosystems. In the effort to ensure effective contribution to halting deforestation, the RSPO through its 2018 P&amp;C revision process identified seven (7) High Forest Cover Countries [to insert link to the report] (HFCCs): i) Democratic Republic of the Congo (DRC); ii) Republic of the Congo; iii) Liberia; iv) Gabon; v) Myanmar; vi) Solomon Islands; and vii) Papua New Guinea (PNG).</p> <p>The RSPO also acknowledged that these 'HFCCs' urgently require economic opportunities that enable communities to choose their own development path, while providing socio-economic benefits and environmental safeguards. Hence, an adapted procedure is to be developed to support the sustainable development of palm oil by indigenous peoples and local communities with legal or customary rights in HFCC.</p>				
	<p>7.11 Land clearing conducted by the <i>Unit of Certification</i> does not cause deforestation or damage any High Conservation Values (HCV) areas, High Carbon Stock (HCS) forest, peatlands and other conservation areas.</p>	<p>7.11.1 C</p>	<p><i>Land clearing</i> since November 2005 has not damaged any primary forest and/or HCV areas. <i>Land clearing</i> since 15 November 2018 has not damaged HCS forests. Potential compensation liability shall be assessed through the Land use Change Analysis (LUCA) in accordance with the <b>RSPO LUCA Guidance Document</b>, which has obtained a 'PASS' status from the RSPO Secretariat.</p>	<p><i>Land clearing</i> since November 2005 has not damaged any primary forest and/or HCV areas. <i>Land clearing</i> since 15 November 2018 has not damaged HCS forests. Potential compensation liability shall be assessed through the Land use Change Analysis (LUCA) in accordance with the <b>RSPO LUCA Guidance Document</b>, which has obtained a 'PASS' status from the RSPO Secretariat.</p>	<p><i>Land clearing</i> since November 2005 has not damaged any primary forest and/or HCV areas. <i>Land clearing</i> since 15 November 2018 has not damaged HCS forests. Potential compensation liability shall be assessed through the Land use Change Analysis (LUCA) in accordance with the <b>RSPO Guidance on Map Submission for Land Use Change Analysis (LUCA) for Independent Smallholders</b>.</p> <p>Where there has been <i>land clearing</i> without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, an RSPO endorsed compensation and/or remediation plan shall be implemented by the <i>Unit of Certification</i> that have liability(s), developed in accordance with the latest version of the <b>RSPO Remediation and Compensation Procedure (RaCP)</b>. Monitoring mechanism within the endorsed compensation and remediation plan shall be documented and implemented .</p> <p>Procedural Note. In the absence of an applicable RSPO SH RaCP, this indicator is exempted from compliance check.</p>
		<p>7.11.2 C</p>	<p>Where there has been <i>land clearing</i> without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, an RSPO endorsed compensation and/or remediation plan shall be implemented by the <i>Unit of Certification</i> that have liability(s), developed in accordance with the latest version of the <b>RSPO Remediation and Compensation Procedure (RaCP)</b>. Monitoring mechanism within the endorsed compensation and remediation plan shall be documented and implemented .</p>	<p>Where there has been <i>land clearing</i> without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, an RSPO endorsed compensation and/or remediation plan shall be implemented by the <i>Unit of Certification</i> that have liability(s), developed in accordance with the latest version of the <b>RSPO Remediation and Compensation Procedure (RaCP)</b>. Monitoring mechanism within the endorsed compensation and remediation plan shall be documented and implemented .</p>	<p>Where there has been <i>land clearing</i> without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, an RSPO endorsed compensation and/or remediation plan shall be implemented by the <i>Unit of Certification</i> that have liability(s), developed in accordance with the latest version of the <b>RSPO Smallholder (SH) Remediation and Compensation Procedure (RaCP)</b>. Monitoring mechanism within the endorsed compensation and remediation plan shall be documented and implemented .</p>

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		7.11.3 C	"HCV areas and HCS forests and other conservation areas of the Unit of Certification shall be identified as follows: a) For already certified unit of certification with no new land clearing after 15 November 2018 - the HCV assessment conducted by an RSPO-approved assessor or HCVN Licensed Assessors remains valid. b) For already certified unit of certification with new land clearing classified as low risk in accordance to the RSPO Land Use Risk Identification Approach (LURI) - the HCV assessment conducted by an RSPO-approved assessor or HCVN Licensed Assessors remains valid. c) For already certified unit of certification with new land clearing classified as high risk in accordance to the RSPO Land Use Risk Identification Approach (LURI), ....TBD	"HCV areas and HCS forests and other conservation areas of the Unit of Certification shall be identified as follows: a) For already certified unit of certification with no new land clearing after 15 November 2018 - the HCV assessment conducted by an RSPO-approved assessor or HCVN Licensed Assessors remains valid. b) For already certified unit of certification with new land clearing classified as low risk in accordance to the RSPO Land Use Risk Identification Approach (LURI) - the HCV assessment conducted by an RSPO-approved assessor or HCVN Licensed Assessors remains valid. c) For already certified unit of certification with new land clearing classified as high risk in accordance to the RSPO Land Use Risk Identification Approach (LURI), ....TBD	"HCV areas and HCS forests and other conservation areas of the Unit of Certification shall be identified as follows: a) For already certified unit of certification with no new land clearing after 15 November 2018 - the HCV assessment conducted by an RSPO-approved assessor or HCVN Licensed Assessors remains valid. b) For already certified unit of certification with new land clearing classified as low risk in accordance to the RSPO Land Use Risk Identification Approach (LURI) - the HCV assessment conducted by an RSPO-approved assessor or HCVN Licensed Assessors remains valid. c) For already certified unit of certification with new land clearing classified as high risk in accordance to the RSPO Land Use Risk Identification Approach (LURI), ....TBD
		7.11.4 C	In <i>High Forest Cover Landscapes (HFCLs)</i> within <i>High Forest Cover Country(s) (HFCCs)</i> , a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi-stakeholder processes.  Procedure Note. In the absence of this procedure, Indicator 7.12.2 applies.	In <i>High Forest Cover Landscapes (HFCLs)</i> within <i>High Forest Cover Country(s) (HFCCs)</i> , a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi-stakeholder processes.  Procedure Note. In the absence of this procedure, Indicator 7.12.2 applies.	In <i>High Forest Cover Landscapes (HFCLs)</i> within <i>High Forest Cover Country(s) (HFCCs)</i> , a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi-stakeholder processes.  Procedure Note. In the absence of this procedure, Indicator 7.12.2 applies.

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	7.12 All HCV areas, HCS forests, peatland and other conservation areas and all RTE species and habitats identified in the <i>Unit of Certification</i> are protected and/or enhanced and monitored.	7.12.1 C	<p>An integrated management plan (IMP) to protect and/or enhance identified HCVs and HCS forests, and habitat for RTE species, peatland and/or other conservation areas, of the <i>Unit of Certification</i>, shall be documented, implemented and updated in line with the <b>RSPO IMP Procedure</b>.</p> <p>Procedural Note. The RSPO IMP Procedure shall consist of the following: i) Scope of IMP shall cover the entire <i>Unit of Certification</i> and (to the extent it is agreed with the right holders) the wider landscape; ii) Incorporates the agreements with affected communities; iii) Incorporates management and monitoring recommendations from the HCV-HCSA assessment report, with clear objectives and targets. iv) The IMP is to be reviewed and updated every 5 years by the unit of certification to reflect monitoring findings and changes in agreements. v) If applicable, shall incorporate any IMP which was developed through New Planting Procedure (NPP) process. In the absence of the RSPO IMP Procedure, IMP developed by the <i>Unit of Certification</i> shall consist of information listed above in the Procedural Note.</p>	<p>An integrated management plan (IMP) to protect and/or enhance identified HCVs and HCS forests, and habitat for RTE species, peatland and/or other conservation areas, of the Unit of Certification, shall be documented, implemented and updated in line with the <b>RSPO IMP Procedure</b>.</p> <p>Procedural Note. The RSPO IMP Procedure shall consist of the following: i) Scope of IMP shall cover the entire Unit of Certification and (to the extent it is agreed with the right holders) the wider landscape; ii) Incorporates the agreements with affected communities; iii) Incorporates management and monitoring recommendations from the HCV-HCSA assessment report, with clear objectives and targets. iv) The IMP is to be reviewed and updated every 5 years by the unit of certification to reflect monitoring findings and changes in agreements. v) If applicable, shall incorporate any IMP which was developed through New Planting Procedure (NPP) process. In the absence of the RSPO IMP Procedure, IMP developed by the Unit of Certification shall consist of information listed above in the Procedural Note.</p>	<p>An integrated management plan (IMP) to protect and/or enhance identified HCVs and HCS forests, and habitat for RTE species, peatland and/or other conservation areas, of the Unit of Certification, shall be documented, implemented and updated in line with the <b>RSPO IMP Procedure</b>.</p> <p>Procedural Note. The RSPO IMP Procedure shall consist of the following: i) Scope of IMP shall cover the entire Unit of Certification and (to the extent it is agreed with the right holders) the wider landscape; ii) Incorporates the agreements with affected communities; iii) Incorporates management and monitoring recommendations from the HCV-HCSA assessment report, with clear objectives and targets. iv) The IMP is to be reviewed and updated every 5 years by the unit of certification to reflect monitoring findings and changes in agreements. v) If applicable, shall incorporate any IMP which was developed through New Planting Procedure (NPP) process. In the absence of the RSPO IMP Procedure, IMP developed by the Unit of Certification shall consist of information listed above in the Procedural Note.</p>

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		<p>7.12.2</p> <p>Where rights of affected communities have been identified in HCV areas, HCS forest after 15 November 2018, peatland and/or other conservation areas, there shall be no reduction of these rights, by the <i>Unit of Certification</i>, without evidence of a negotiated agreement, obtained through FPIC, for the maintenance and management of these areas.</p> <p>Where affected communities' activities (e.g. farming) damage identified HCV areas, peatland and HCS forest, the <i>Unit of Certification</i> shall report to RSPO Secretariat and Certification Body (CB) during the Annual Surveillance Assessment.</p> <p>PROCEDURAL NOTE. An RSPO guidance on reporting and management of these scenarios will be developed.</p>	<p>Where rights of affected communities have been identified in HCV areas, HCS forest after 15 November 2018, peatland and/or other conservation areas, there shall be no reduction of these rights, by the <i>Unit of Certification</i>, without evidence of a negotiated agreement, obtained through FPIC, for the maintenance and management of these areas.</p> <p>Where affected communities' activities (e.g. farming) damage identified HCV areas, peatland and HCS forest, the <i>Unit of Certification</i> shall report to RSPO Secretariat and Certification Body (CB) during the Annual Surveillance Assessment.</p> <p>PROCEDURAL NOTE. An RSPO guidance on reporting and management of these scenarios will be developed.</p>	<p>Where rights of affected communities have been identified in HCV areas, HCS forest after 15 November 2018, peatland and/or other conservation areas, there shall be no reduction of these rights, by the <i>Unit of Certification</i>, without evidence of a negotiated agreement, obtained through FPIC, for the maintenance and management of these areas.</p> <p>Where affected communities' activities (e.g. farming) damage identified HCV areas, peatland and HCS forest, the <i>Unit of Certification</i> shall report to RSPO Secretariat and Certification Body (CB) during the Annual Surveillance Assessment.</p> <p>PROCEDURAL NOTE. An RSPO guidance on reporting and management of these scenarios will be developed.</p>
		<p>7.12.3</p> <p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce of the <i>Unit of Certification</i> about the status of RTE species shall be place. Appropriate disciplinary measures are taken and documented in accordance with the <i>Unit of Certification's</i> rules and national law if any individual and/or activity carried out by the <i>Unit of Certification</i> that negatively impact those species and their habitats (e.g., capture, harm, collect, trade, possess or kill these species, or burning, clearing or pollution of their habitats).is found to capture, harm, collect, trade, possess or kill these species.</p>	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce of the <i>Unit of Certification</i> about the status of RTE species shall be place. Appropriate disciplinary measures are taken and documented in accordance with the <i>Unit of Certification's</i> rules and national law if any individual and/or activity carried out by the <i>Unit of Certification</i> that negatively impact those species and their habitats (e.g., capture, harm, collect, trade, possess or kill these species, or burning, clearing or pollution of their habitats).is found to capture, harm, collect, trade, possess or kill these species.</p>	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce of the <i>Unit of Certification</i> about the status of RTE species shall be place. Appropriate disciplinary measures are taken and documented in accordance with the <i>Unit of Certification's</i> rules and national law if any individual and/or activity carried out by the <i>Unit of Certification</i> that negatively impact those species and their habitats (e.g., capture, harm, collect, trade, possess or kill these species, or burning, clearing or pollution of their habitats).is found to capture, harm, collect, trade, possess or kill these species.</p>

Note: *Terms* for which a definition is provided in the '*Definitions*' are in italics.

PRINCIPLE	CRITERIA		INDICATORS Mill-with-own-plantation & Grower (>500ha)	INDICATORS Medium grower (*50-500ha or to be determined through NI)	INDICATORS Smallholder (< or equal to 50ha)
		7.12.4	<p>The <i>Unit of Certification</i> shall conduct monitoring of HCVs, HCS forests after 15 November 2018, peatland, other conservation areas, and RTE species and their in accordance with its Integrated Management Plan.</p> <p>PROCEDURAL NOTE. An adaptive monitoring guidance to be developed within the RSPO IMP Procedure, taking into consideration monitoring feasibility and existing practices.</p> <p>In the interim, a monitoring program shall be developed and implemented by the <i>Unit of Certification</i> for compliance check covering the following:</p> <p>i) The monitoring scope shall covers all HCVs, HCS Forest areas, peatland, other conservation areas and other RTE species and their habitats included in the latest version of the IMP.</p> <p>ii) Includes performance indicators (what is done to protect and enhance) and impact indicators (what is the condition of HCVs, HCS Forest, etc).</p> <p>ii) Produces results that inform future updates of the IMP (including adding new HCV species if applicable)</p>	<p>The <i>Unit of Certification</i> shall conduct monitoring of HCVs, HCS forests after 15 November 2018, peatland, other conservation areas, and RTE species and their in accordance with its Integrated Management Plan.</p> <p>PROCEDURAL NOTE. An adaptive monitoring guidance to be developed within the RSPO IMP Procedure, taking into consideration monitoring feasibility and existing practices.</p> <p>In the interim, a monitoring program shall be developed and implemented by the <i>Unit of Certification</i> for compliance check covering the following:</p> <p>i) The monitoring scope shall covers all HCVs, HCS Forest areas, peatland, other conservation areas and other RTE species and their habitats included in the latest version of the IMP.</p> <p>ii) Includes performance indicators (what is done to protect and enhance) and impact indicators (what is the condition of HCVs, HCS Forest, etc).</p> <p>ii) Produces results that inform future updates of the IMP (including adding new HCV species if applicable)</p>	<p>The <i>Unit of Certification</i> shall conduct monitoring of HCVs, HCS forests after 15 November 2018, peatland, other conservation areas, and RTE species and their in accordance with its Integrated Management Plan.</p> <p>PROCEDURAL NOTE. An adaptive monitoring guidance to be developed within the RSPO IMP Procedure, taking into consideration monitoring feasibility and existing practices.</p> <p>In the interim, a monitoring program shall be developed and implemented by the <i>Unit of Certification</i> for compliance check covering the following:</p> <p>i) The monitoring scope shall covers all HCVs, HCS Forest areas, peatland, other conservation areas and other RTE species and their habitats included in the latest version of the IMP.</p> <p>ii) Includes performance indicators (what is done to protect and enhance) and impact indicators (what is the condition of HCVs, HCS Forest, etc).</p> <p>ii) Produces results that inform future updates of the IMP (including adding new HCV species if applicable)</p>

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