

MINUTES OF MEETING
16th SHSC Meeting

Time : 1530 - 1700 (MYT)

Date : Tuesday, 13th September 2022

Venue : Zoom Conference Call

Attendees:

Name	Initial	Organisation	Representative Category	Attended Yes/No
1. Lee Kuan Chun	LKC	P&G	CGM - Substantive, Co-Chair	No
2. Marieke Leegwater	ML	Solidaridad	Social NGO - Substantive, Co- Chair	Yes
3. Rob Nicholls	RN	PT Musim Mas	Processor & Trader - Substantive	Yes
4. Sabine Muller	SM	HOFER Kg	Retailer - Substantive	No
5. Ivan Novrizaldie	IN	Asian Agri	Oil Palm Grower (INA) - Substantive	No
6. Eleanor Spencer	ES	ZSL	Environmental NGO - Substantive	Yes
7. Stephanie Lim	SL	WWF-Singapore	Environmental NGO - Substantive	Yes
8. Ian Orrell	IO	NBPOL	Smallholder (PNG) - Substantive	Yes
9. Narno Sayoto Irontiko	NA	Asosiasi Amanah	Smallholder (INA) - Substantive	No
10. Johan Verburg	JV	Rabobank	Financial Institution - Substantive	No
11. Kalindi Lorenzo*	KL	Planting Naturals	Oil Palm Grower (RoW)- Substantive	Yes
12. Narendra Mohan	NR	WWF	Environmental NGO - Substantive	No
13. Sharyn Suffian	SS	WildAsia	Smallholder (Malaysia) - Substantive	Yes
14. Ahmadou Cisse	AC	Solidaridad Côte d'Ivoire	Smallholder (Africa) - Substantive	No
15. Jorgen Coronel	JC	Oleopalma (Mexico)	Smallholder (LatAm) - Substantive	Yes
16. Rukaiyah Rafik	RR	Setara Jambi	Smallholder (INA) - Alternate	Yes

Secretariat Team or Other Invitees			
Guntur Cahyo Prabowo Kertijah Abdul Kadir	GCP KAK	SH Unit RSPO SH Unit RSPO	

Agenda:

7:30 – 7:35 pm	1. Welcome and Introduction <ul style="list-style-type: none"> ● RSPO Antitrust laws ● RSPO Consensus based decision making ● Declaration of Conflict of Interest ● Acceptance of Meeting Agenda
7.35 - 7:45 pm	3. SHSC Membership- New Nomination for endorsement
7:45 – 7:55 pm	4. [Q&A Session] based on Updates from Secretariat (refer Annex 2) <ul style="list-style-type: none"> ● Membership, certification and market uptake data (including trends) ● Livelihoods programme ● Progress Update on the Development of Simplified FPIC Approach ● Progress Update on the Development of Simplified Combined HCV-HCS Approach ● Regional highlight
7:55 – 8:15 pm	5. [Update] RSSF following Board meeting in June
8.15 - 8.35 pm	6. [Update] P&C review - results and discussion points first TF and TC meeting series
8:35– 8:45 pm	7. [Update] Independent RISS review
8.45 - 8.55 pm	8. [Update] RT 2022
8:55– 9:00 pm	7. AOB <ul style="list-style-type: none"> ● Next meeting date

DISCUSSION:

No.	Description	Action Points (PIC)
1.0	Welcome and Introduction	
1.1	The Chair welcomes members to the meeting. After reading out the anti-trust law and Conflict of Interest declaration note, the meeting immediately went to agenda 6 in the meeting to allow JT to update on Standard Review updates before leaving for another committed meeting.	
6.0	Updates on Standard Review	
6.1	Timeline on Standard Review process was presented to the Committee to show the current progress and what has been achieved. <ul style="list-style-type: none"> ● First Standard Review draft for P&C and Independent SHs to be ready by 16 September 	

	<ul style="list-style-type: none"> ● Suggestion of Public Consultation to be held in November and December was agreed ● Translation of revised Standards and Website would be ready by October ● The RT event and physical consultation workshops will be held in November - workshop is still in the planning phase ● Second round of Public Consultation for Task Force & Technical Committee to be run by 24 February ● Second round 30-day private consultation to potentially run in May ● Final revised standard to submit for SSC approval. Once approved, Standards goes for 2 months of field testing in different regions ● Tabled for BoG endorsement and for GA in 2023 	
<p>6.2</p>	<p>Structure of Standard Review Task Force to set a physical meeting in Kuala Lumpur (late August) and Amsterdam (October), and February to review the 2nd draft in Jakarta. Key liaison person for the Standard Review Process will be Julia Majail and Javin Tan from the Secretariat. Facilitation will be by Mark Steinlin & Catherine Widrig as the facilitators from IPK (Ingenious People & Knowledge).</p>	
<p>6.3</p>	<p><u>Key Issues to be discussed at Task Force level</u></p> <p>2.3.1 Applicability & Use of Definitions and Standards</p> <ul style="list-style-type: none"> ● To determine the definition of growers, mill owners, medium growers, and smallholders ● To identify the RSPO's position for Smallholders, whether as a whole category, or as two distinct groups (independent / schemes) <p>2.3.2 Medium Grower Task Force (MGTF)</p> <ul style="list-style-type: none"> ● To finalise the standard applicable to medium growers and scheme from the time when the RSPO Independent Smallholder Standard (RISS) was adopted in 2019 ● To determine the need of a stand-alone standard and definition by the Medium Grower Task Force (MGTF) <i>Recommendation: Interim measures and further definition is needed for medium growers</i> ● This round will propose what kind of standards: <i>is the P&C enough, or should there be an independent standard for the medium grower?</i> ● To revise the current practice of applicability of P&C on medium growers and smallholders, and the appropriate choice and use of wording <p>2.3.3 Revising the Principles & Guidelines</p> <ul style="list-style-type: none"> ● <i>Is Principle 5 applicable to the smallholder only, or applicable to the medium/larger grower?</i> ● <i>In reference to Principle 6 (labour), how can it be strengthened</i> 	

	<p><i>for all?</i></p> <p>2.3.4 Remediation and Compensation</p> <ul style="list-style-type: none"> To take into consideration the resolution and feasibility of remediation and compensation procedures that can be applicable across the three growers <p>2.3.5 Joint HCV/HCS procedure for HFCC</p> <ul style="list-style-type: none"> Questions on the criteria in 7.12.3 and progress of NDGSG and possible options for HFCC. <p>JT further added on TF’s consensus during the 1st TF meeting which was 2 key are ie definition for grower, medium growers used during Standard Review are based on hectarage cut off; and on RaCP that will apply to mill-with-its own plantation.</p>	
<p>6.4</p>	<p>Tasks for Technical Committe (TC) will be on Applicability and Auditability of the standards</p> <p><u>Technical Committee (People)</u></p> <ul style="list-style-type: none"> To revise wordings based on implementation and practicality for all growers To spend more focus on developing decent living wage requirements To explore the RSPO’s position to move in full-compliance with the Decent Living Wage <p><u>Technical Committee (Planet)</u></p> <ul style="list-style-type: none"> To prioritise the environmental perspective, and provide recommendations on better definitions and approaches for the planet <p><u>Technical Committee (Smallholder)</u></p> <ul style="list-style-type: none"> To refer to the People and Planet technical committees on determining the applicability to scheme and independent Smallholder 	<p>Secretariat to work with task force and monitor progress</p>
	<p>RR shared that the 1st TF meeting had two main topics that were not concluded ie defining definitions for independent and scheme smallholders, and exploring if RaCP is applicable for ISH. IO suggests that having one definition for Smallholders is not enough as different regions require different definitions. RR agreed to this idea. ML enquire if these definitions will fall back to National Interpretation (that is applies to certain countries) eg for PNG. JT responded that would lead to inconsistencies. KAK explained that there are two aspect/level of discussion on scheme and independent SH. One is on the definition itself and another aspect is on whether different certification standard should be applied to smallholders (as one definition) vs two definition for scheme and independent. SS raised that the current definition on independent SH is kind of incomplete as its does not cover on contractual commitment with mill (for eg). RR shared her thought on having one standard for smallholder but options of approach for compliance are differentiated between scheme and independent (eg given was ISH can opt to be at E, MS A or MS B, but</p>	

	<p>scheme only for MS B due to capacity difference). IO suggested that the RSPO should consider setting-up multiple pathways under each Smallholder category to ensure consistency. JT stated that the tendency of this to increase complexity from technical teams would be counterproductive.</p> <p>A concern was raised on poor representation of SH in the upcoming 2nd TF meeting in Amsterdam. Since many of the TF members would not be able to join the 2nd TF meeting in Amsterdam (left with RR whom attendance is pending for visa) FN suggested that ML as Co-Chair to SHSC can attend the meeting as observer. SS enquired whether Option of hybrid meeting is possible.</p> <p>FN then updated members on the SH-TC level discussion from 22 Aug till 15 Sept, where there were 23 members from a mixed of expertise relevant to smallholder situations (refer to SHTC slide deck). The aim for the 7 series of meeting discussion was to produce draft of revision on RISS 2023 for 2nd TF meeting.</p> <p>ML enquired if the RISS independent review provide any input for the discussion by SHTC. FN explained that the 1st draft report was shared to SHTC members for reference.</p>	<p>Post meeting update: Based on follow up made to JT, hybrid meeting is not possible for the 2nd TF meeting due to format of TF meeting facilitation that requires physical attendance of members.</p>
<p>3.</p>	<p>SHSC Membership- New Nomination for endorsement</p>	
	<p>KAK shared the status of SHSC member as of April 2022. New nomination is for Mr Alfred Yee from LKSS to be an alternate for SH Grower (Malaysia).</p> <p>ML suggests that vacancies in SHSC should be announced in RSPO channel so nominations can be gathered.</p>	<p>Secretariat to announce SHSC vacancies.</p>
<p>4</p>	<p>Q&A Session] based on Updates from Secretariat (refer Annex 2)</p>	
	<p>Due to time limitation, this agenda was skipped and members were asked to go through Annex 2 separately and reach out to the Secretariat for any follow up questions.</p>	
<p>5</p>	<p>[Update] RSSF following Board meeting in June</p>	
	<p>GCP updated the members on the approval of revised RRSF GOVERNANCE Policy with allocation of USD 1 million for this FY. Operation of RSSF will take place when the RSSF Manager recruitment is completed. Inputs by BoG are improving the capacity of Secretariat. ML raised her concern on the timeline on opening up RSSF again within 6 months which will risk RSSF underspending due to having no capacity to spend. GCP explained that this is very much depending on the availability to have a suitable manager with grant management experience and priority has been given on urgent talent search recruitment.</p>	

7	[Update] Independent RISS review	
	<p>In the following agenda, KAK shared a summary of the 1st draft by the consultant which was not in the quality expected. Briefly the 1st draft report lacks analysis and meaningful recommendation for the Standard review inputs. RSPO has shared these comments and requested the consultant (PbN) to rewrite the report accordingly.</p>	<p>Post meeting update: PbN has submitted a final version which was further commented. PbN will present highlights of results in the upcoming SHSC 17th meeting.</p>
8	[Update] RT 2022	
	<p>KAK shared with members of the SH relevant activities and events planned during RT2022. Highlight would be the certificate handing over ceremony on 29th Nov where 18 new group representatives will be receiving.</p> <p>RN enquired of these groups are only P&G's project group since they are Gold Sponsorship for smallholders. KAK clarified that the 18 groups are from global countries.</p>	

Meeting ended at 2056 with suggestion on next meeting during RT2022

ANNEX:

In alphabetical order:

BoG - Board of Governors

ISH -

SH - Smallholder

TF - Task Force

WG - Working Groups