

Minutes of the 1st HCV Task Force Meeting

3rd April 2017

Hotel Santika - Bogor

Attendance:

Name	Organisation
Secretariat: Djaka Riksanto (DR)	RSPO
Facilitator: Darmawan Liswanto (FL)	Expert
Attendees: Ismu Zulfikar (IZ) Syahrial Anhar Harahap (SAH) Donald Ginting (DG) Watik Tri Kusuma (WTK) Jamartin Sihite (JS) Eko Prasetyo (EP) Arief Hamidi (AH) Feybe Lumuru (FL) Aditya K Wardhana (AKW) Agustinus Karlo LR (AKL) Jaswijaya (Jas)	PT SMART, Tbk Wilmar First Resources PT DSN BOSF BOSF FFI LINKS LINKS Sawit Watch Asosiasi Amanah
Absent: Dr. Gan Lian Tong (GLT) Wilton Simanjuntak (WS) Fitriyanto Triadi (FT) Cahyo Nugroho (CN) Putra Agung (PA) Jalal Sayuti (JS)	Musim Mas Goodhope IFC FFI WWF Gapoktan Tanjung Sehati

Discussion Notes:

No.	Description	Main Discussion Points	Action Items
1.	Welcome and opening briefing by Secretariat	<p>Meeting started at 9.15 am with introduction of participants.</p> <p>DR briefed the attendees of the background and basis for the creation of this task force.</p> <p>SAH raised the fact that the number of participants is still only half of the total registered participants and brought up discussion whether to proceed or wait for other participants. The participants suggested DR to contact the others registered members to check on their availability.</p>	IZ suggested to scan and send the signed attendance list

		<p>Upon checking, other members came and some expressed unavailability hence the TF decided to proceed the meeting.</p> <p>Further discussions were brought up relating to the TOR</p>	
<p>2.</p>	<p>Discussion and finalisation of TOR</p>	<p>Objective: There was discussion on the objective 2 with regards to Legality (clarity on the HGU requirement). There was a discussion to bring this objective to be discussed in the FPIC Task Force as the wording was on the process of land acquisition which should be covered in the FPIC Task force. Upon discussion, it was decided to reword the objective to be more focused on the issue of legality around land little for management of HCV area.</p> <p>DG: suggested to add relevant documents under the objective as clarifications that they will be used as references in producing the guidance.</p> <p>SAH: Suggested to ensure alignment between the HCVRN guidance and the HCV toolkit that currently being developed by the Indonesia HCV Network (JNKTI)</p> <p>DL: proposed TF to involve JNKTI in the process as expert or observer (permanent or occasionally) to be able to provide input when needed.</p> <p>Background: DG: As the TF was formed based on the recommendations from S&CSC, suggested to add relevant recommendations as per the note in the last INA NITF meetings to the background part of the ToR.</p> <p>Scope of Work: DG: Suggested to add tittle of the guidance to be produced to clarify the scope of the guidance.</p> <p>DL: Suggested to add TF communication and coordination with BHCVWG in the scope of work.</p>	<p>Secretariat to clean up ToR including changes and to have the ToR translated into Bahasa Indonesia</p> <p>Recommendations to be added</p>

		<p>Representations: IZ: Only ordinary members to be included as the task force members, CB to be involved as observer or expert.</p> <p>DL: Asked on the voting mechanism for decision making, is this allowed in RSPO?</p> <p>IZ: In new RSPO SOP for standard setting, voting mechanism is allowed.</p> <p>DL: Suggested to check whether voting is also applicable in TF decision making.</p> <p>It was decided that substantive members to nominate one alternate member and that it should come from the same organization.</p> <p>Role of Co-chairs: SAH: suggested to add for the co-chairs to also liaise with all relevant parties (eg: JNKTI).</p> <p>Roles of INA HCV TF Members: IZ asked for clarification with regards to point 6 on no sitting allowances. DR clarify that participation meant to be voluntary and that RSPO will only cover for meeting package. Other expenses are not covered.</p> <p>Roles of Facilitators: DL proposed to remove the role of facilitator from the ToR. Upon discussion, the role moved to a new section: Supporting.</p>	<p>DR to check with RSPO Secretariat.</p>
<p>3.</p>	<p>Election of Co-chairs</p>	<p>The election started with recommendation of names. Decided that it should be based on constituency one from grower and one from Environment NGO</p> <p>Co-chairs (unanimously agreed): Ismu Zulfikar from PT SMART, Tbk (Growers) Cahyo Nugroho from FFI (E-NGO).</p> <p>Since CN was not in the meeting, TF obtain CN's availability and consent through phone conversation.</p>	
<p>4.</p>	<p>Discussion on Work Agenda</p>	<p>IZ lead the discussion on the work plan of the INA HCV TF. The Agenda were discussed and has been incorporated in the ToR of the INA HCV TF.</p>	

5.	Next Meeting	20-21 April 2017: Bogor Day 1: Issue Mapping and Lesson Learn Day 2: Cross referencing with existing guidance	DR to send relevant documents prior to the meeting.
6.	Closing Remarks	IZ closed the meeting and thanking everyone for their active participation.	
7.	Lunch		