

## Market Development Standing Committee (MDSC) Meeting Draft Agenda

**Date:** 25 March 2020

**Start Time:** 7 am Guatamala/Colorado Springs, 9 am New York, 1 pm London, 2 pm Amsterdam, 9 pm Singapore/Kuala Lumpur/Hong Kong

**Venue:** Zoom call

Invited Attendees	
<p><b>MDSC Representatives</b>            Eddy Esselink, MVO - co-chair            Ian Hay, HSBC            Jonathan Escolar, Natura Logistica E Serviços (Body Shop)            Jose Roberto Montenegro, Agrocaribe            Julian Walker Palin, Retailers Palm Oil Group            Lee Kuan Yee, Kuala Lumpur Kepong (KLK)            Marieke Leegwater, Solidaridad            Tracey Gazibara, Cheyenne Mountain Zoo</p>	<p><b>BoG Links (non-voting)</b>            Caroline Westerik, AAK</p> <p><b>RSPO Secretariat</b>            Dan Strechay            Margareth Naulie Panggabean</p> <p><b>Absent</b>            Anita Neville, GAR - co-chair            Harjinder Kler, HUTAN            Inke van der Sluijs, RSPO</p>

Item	Description	Focal Point / Action Items
1	<b>Introductions from the co-chair and the reading of the antitrust statement.</b>	
2	<p><b>Secretariat updates</b></p> <ul style="list-style-type: none"> <li>- Announcements on the WGs for the MDSC have been put out. Secretariat to send emails to former T&amp;T and C&amp;C</li> <li>- New members               <ul style="list-style-type: none"> <li>- FELDA has confirmed that they will join the MDSC, working to identify alternates to the MDSC</li> </ul> </li> <li>- Update on the European Sustainable Palm Oil Dialogue – Potential for this event to be completely virtual due to the COVID-19. Update 24 April 2020: it is confirmed to be a virtual event.</li> <li>- US Sustainable Palm Oil Dialogue – This event has been postponed and will be moved to a digital format. It was noted that many corporations have implemented until the end of the years and will impact physical attendance at RSPO events until at least the end of the year.</li> <li>-</li> </ul>	
3	<b>Standing Committee and Terms of Reference (ToR) Updates</b>	

	<p><u>Standing Committees</u></p> <ul style="list-style-type: none"> <li>- At the Standing Committee Alignment Meeting, the MDSC was aligned with other SCs ToRs and to start moving forward with the staffing of the working groups</li> <li>- Now need to develop the KPIs with timelines</li> <li>- Three working groups are proposed: Outreach, Engagement and Communication (OEC); Regional Market Development (RMD); and Supply Chain Traceability (SCT). There are two taskforces (Trademark under OEC and Oleo Task Force under SCT). Recruitment of the Task Forces will begin after the Working Groups are staffed.</li> </ul> <p><u>ToRs</u></p> <ul style="list-style-type: none"> <li>- MDSC ToR is now aligned with other standing committees, but the notable changes to the MDSC ToR are:</li> <li>- Section 4 – Added a provision for MDSC members to nominate alternates; Clarification on two co-chairs, and that one must be from the supply chain; Approval of the 16 person (same as BoG) composition</li> <li>- Section 5 – Clarification on when notes are shared and published on the website</li> <li>- Section 6 – Deleted the sentence "The governance of the Standing Committee (SC) is the responsibility of the BoG with the recommendation of the RSPO Secretariat. Any changes to these Terms of Reference need to be approved by the BoG.</li> <li>- Working Group (WG) ToRs</li> <li>- MDSC Composition is increased; e- and s-NGOs are 1-2 seats, Financial Institutions 1-2 seats; Retailers, Consumer Goods Manufacturers, and Processors and Traders have been expanded.</li> <li>- Alternate Nominations to the MDSC – Within one to two months we should aim to have alternates identified.</li> <li>- MDSC Alternates would attend virtually only and attend physically if the substantive member is not able to attend</li> <li>- MDSC Alternatives are from same membership sector, but not necessarily from the same company or organisation</li> </ul>	<p>Secretariat to update the MDSC on the progress of staffing and to share the MDSC.</p> <p>MDSC members to help recruit members from their constituency.</p>
	<p><b>Discontinuation RSPO RED</b></p> <ul style="list-style-type: none"> <li>- On 5 March 2020, the RSPO BoG decided that the RSPO-RED Scheme for compliance with the European Union’s (EU) Renewable Energy Directive (RED), will not be renewed after its expiration on 30 June 2021.</li> </ul>	

	<ul style="list-style-type: none"> <li>- RSPO-RED was designed as a voluntary add-on to the RSPO standard. Since it was recognised by the European Commission in 2012, RSPO-RED saw no use; no tonnes were shipped, and currently there are no RSPO-RED certified growers.</li> <li>- Considering the economic investment necessary to redesign the RSPO-RED requirements and the lack of interest from members in the use of the RSPO-RED scheme, the Board of Governors has chosen to end the programme when EC approval expires in June 2021.</li> </ul>	
	<p><b>Multi-year plan for MDSC KPIs</b></p> <ul style="list-style-type: none"> <li>- KPIs were recommended at the Bangkok meeting, but it was also suggested that the WGs must be formed first to help determine this KPIs</li> <li>- Budgets and Timelines will need to be determined by WGs</li> <li>- Work streams and WG kickoff/recruitment</li> </ul>	<p>KPIs to be set in WG meetings in May/June 2020</p>
5	<p><b>MDSC Risk register</b></p> <ul style="list-style-type: none"> <li>- The Secretariat shared the draft MDSC risk register</li> <li>- The Chair asked that the risk register to be reviewed at the start of each meeting moving forward</li> <li>- Risks will be better informed by the KPIs (or not achieving the KPIs), but also beyond the KPIs</li> <li>-</li> </ul>	<p>Secretariat to add the Risk Register to future MDSC Agendas and to review the register for future agenda items</p> <p>Secretariat to ask for Risk Register suggestions in meeting follow-up</p>
6	<p><b>EU Position Paper and platform</b></p> <ul style="list-style-type: none"> <li>- No further comment on the position paper</li> <li>- Secretariat has applied to join the EC experts panel</li> <li>- MDSC would like to explore more opportunities for the SC to weigh in from a thought leadership perspective and could be included in the KPIs and the multi-year plan</li> </ul>	<p>Secretariat to release position paper in EU market; Secretariat to report back on the progress</p>
7	<p><b>Shared Responsibility</b></p>	

	<ul style="list-style-type: none"> <li>- Call for nominations for the Shared Responsibility Working Group was launched on 16 March. In terms of Shared Responsibility, the MDSC is specifically mentioned:</li> <li>- <b>Section 3, f.</b> - Formalise communications with the relevant SCs, e.g. regular updates concerning the topics relating to the specific SCs. The SRWG workplan will detail timetable for coordination of linked workstreams and SCs will be informed of opportunities for inputs and ‘sense-checking’. Examples for obvious linkages include: Smallholder SC and resourcing plan; Assurance SC and incentives and sanctions mechanism; Market Development SC and uptake of CSPO volumes.</li> <li>- <b>Section 8</b> - The SRWG will report to the Standard Standing Committee (SSC) and the reporting line will be reviewed towards the end of Year 1 of SR implementation. As several workstreams of the SRWG will have more direct links to specific SC, e.g. Assurance, Market Development, Smallholders, the SRWG or SRWG workstream subgroup will consult with the corresponding SC through feedback opportunities with the entire SC membership.</li> </ul>	
8	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>- The MDSC inquired when the smallholder seat would be filled</li> <li>- A request was made to have some analysis made by the WGs to look into RSPO Credits v RSPO Smallholder Credits and</li> <li>- Meeting Planning with frequency, focus on virtual and with a focus on working groups and nominations</li> <li>-</li> </ul>	<p>Secretariat to follow-up to ensure attendance to the next meeting.</p> <p>Secretariat to schedule future meetings in advance</p> <p>Next Meeting in June</p>