

Minutes for BOARD OF GOVERNORS MEETING 04-14

Date: 17th & 21st November 2014

Start Time: 9am (17/11), 9am (21/11)

Venue: Shangri-La Hotel (Kuala Lumpur)

Attendance

BoG Members and Alternates

UNILEVER - Biswaranjan Sen (BW) – Co-Chair

MPOA - Carl Bek Nielsen (CBN) – Co-Chair
: *(1)

AGROPALMA – Marcello Brito (MB)

AAK – Tim Stephenson (TS)

BothEnds - Paul Wolvekamp (PW)

CONSERVATION INTL – John Buchanan (JB)

FELDA – Norazam bin Abdul Hameed (NA)
: *(5)

Goodhope – Edi Suhardi (ES) : *(1)

HSBC – Ian Hay (IH)

IOI – Ben Vreeburg (BV)

MARKS & SPENCERS – Fiona Wheatley (FW)

MPOA – Khairudin Hashim (KH)

Oxfam – Johan Verburg (JV)

RABOBANK – Thomas Ursem (TU)

RPOG – Belinda Howell (BH)

UNIVANICH – John Clendon (JC)

WWF – Adam Harrison (AH)

ZSL – Michal Zrust (MC)

RABOBANK – Geraldine Lim (GL) : *(2)

MUSIM MAS – Dr. Gan Lian Tiong (GLT)
: *(3 & 5)

Observer

WILMAR – Simon Siburat (SSi)

RSPO Advisors

Prof. Bungaran Saragih (BS)

MR Chandran (MRC) : *(4)

With Apologies

AAK – Martin Craven (MC)

HSBC – John Laidlow (JL)

MONDELEZ – Jonathan Horrell (JH)

MONDELEZ - Sridhar V. (SV)

AHOLD – Hugo Byrnes (HB)

OXFAM – Kate Geary (KG)

Secretariat Staff

Darrel Webber (DW)

Desi Kusumadewi (DK)

Patrick Chia (PC)

Salahudin Yaacob (SY)

Stefano Savi (SS)

Sanath Kumar (SK) : *(2)

Jan Van Driel (JVD) : *(5)

Cheri Woo (CW)

Other Invited Guest

EDDY ESSELINK (EE) : *(5)

UNILEVER – Perpetua George (PG) : *(5)

ZSL – Elizabeth Clarke (EC)

NATURAL JUSTICE – Holly Jonas (HJ) : *(3)

NATURAL JUSTICE – Lanash Thanda (LT) : *(3)

Note - *

1 - Attended only on the 17th November 2014

2 - Attended only on the 21th November 2014

3 - Attendance up to 12PM on the 17th November 2014

4 - Attended only after 12PM on the 17th November 2014

5 - Attendance up to 12PM on the 21th November 2014

6 - Attended only after 12PM on the 21th November 2014

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Item	Description	Focal Point
DAY 1, 17 NOVEMBER 2014		
<p>1.0</p> <p>1.1</p> <p>1.2</p> <p>1.3</p> <p>1.4</p>	<p>Introduction</p> <p>RSPO Antitrust Laws. There will be no discussion on any commercial aspect of the trade in palm oil on premiums, volumes, individual suppliers, individual customers, etc.</p> <p>RSPO BoG consensus based decision making. The BoG was reminded that they try to reach/make decision by consensus which is the absence of sustained opposition.</p> <p>Election of Office Bearers: An election for office bearers was brought forward from the agenda on the 21st November. This was expedient since there were no board member seats up for elections at the upcoming General Assembly on the 20th November.</p> <p>The Office bearers for 2015 are as follows:</p> <p>Co-Chairman : Biswaranjan Sen & Carl Bek Nielsen : two co-chairman for the RSPO</p> <p>Treasurer : Tim Stephenson - continue/extended</p> <p>Vice President I : Adam Harrison - continue/extended (NGO sector)</p> <p>Vice President II : Edi Suhardi – continue/extended (Indonesian Caucus)</p> <p>Vice President III : Marcello Brito (Rest of the World)</p> <p>Approval of minutes of BoG 06-14. The approval was scheduled to take place on Friday (21 Nov 2014) but was not discussed.</p>	<p>BW</p> <p>BW</p> <p>BW</p>
<p>2.0</p> <p>2.1</p> <p>2.2</p>	<p>Briefing on RT 12 and GA 11</p> <p>RT 12 SS briefed the BoG members on the following:</p> <ul style="list-style-type: none"> - General information on venue, dates, theme, formats - Programme, speakers - Opening Ceremony participants and guidelines for BoG members - Registrations update – Higher non-member delegates compared to RT11 - BoG members Media Engagements briefing - Media Key messaging framework - Briefing on RT12 report preparation <p>GA Updates</p> <ul style="list-style-type: none"> - E-Voting was introduced for the first time in GA11. 	<p>SS</p> <p>PC</p>

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2.3	<p>- As of 16 November 2014, 151 members registered for GA (75 physical voting, 18 by proxy and 58 e-voting)</p> <p>- Registration for observers stands at 82 members.</p> <p>GA Resolutions We should seek the originators of the resolutions for clarification purposes.</p>	BW
3.0 3.1	<p>Finance and Administration Report from Treasurer</p> <p>TS presented briefly on the financials for the year ended 30 June 2014 and summarised on key points that he will be presenting during the GA.</p> <p>PC reported on the results for Q1 FY2015. The RSPO group recorded a surplus of RM1.04 million and income for the period was RM6.96 million comprises subscription fees of RM2.2 million and contribution from sustainable palm oil trade of RM4.7 million. There are 1,903 members as of 14 November 2014, with 1,074 Ordinary members, 98 Affiliates and 731 Associate members.</p> <p>Operating cost for the period was RM2.9 million and the significant changes compared to Q1 FY2014 were:</p> <ul style="list-style-type: none"> i) Increase in staff costs in KL Secretariat office and Satellite offices (RILO & Europe). The RSPO Secretariat has 35 employees as at 30 September 2014. ii) Lower Communications Retainer fee compared to FY2014. iii) Included in Other costs is Unrealised Foreign Exchange Losses from the translation of foreign currency assets namely for Cash and Subscription Fees amounting to RM0.6 million. <p>Total projects cost of RM1.6 million for Q1 appears low compared to budget but spending is expected to increase significantly in the coming months. A half year budget review was proposed by the Finance Committee.</p> <p>Cash balance was RM28.3 million and the higher balances relating to membership are consistent with the increase in membership numbers. Smallholder funds as at 30 September 2014 amounts to RM13 million, an increase of RM1.46 million which is the allocation of 10% of income from sustainable palm oil trade plus 50% of the surplus for the period.</p> <p>The Treasurer confirmed the strong financial position of the RSPO, but expressed concern that the excess funds generated (mainly due to annual over estimates of project costs) and allocated to the Smallholder Support Fund must be seen to be used effectively.</p>	TS/PC
3.2	<p>Malaysia Goods & Services Tax (GST) GST will come into force by 1st April 2015.</p>	PC

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3.3	<p>PWC (Tax Consultant) has completed their assessment in October 2014 and have presented a comprehensive report on the treatment and implementation of GST. GST registration of both RSPO and RSPO Secretariat must be completed before 31 December 2014.</p> <p>Key issues with regards to the impact of GST:</p> <ul style="list-style-type: none"> i) Readiness of staff competency, accounting system and processes. ii) GST treatment on membership fees and fees from events such as the annual roundtable. iii) GST treatment on inter-co supplies between RSPO Secretariat and RSPO. iv) Potentially no GST in respect of contributions from sustainable palm oil trade as it can be argued that the contributions are not consideration for any supplies made by RSPO. <p>We will seek written confirmations from RMCD for approval of any issues or treatments that are not clearly defined in the Malaysian GST regime.</p> <p>3.3 Other Matters</p> <p>3.3.1 China Representative Office</p> <p>PC updated on the setting up of a Beijing Representative Office (BRO) and the Secretariat have concluded discussions with the consultant PWC China and are now waiting for a service contract proposal to formally engage them to assist in the setting up of the BRO. The following is a brief summary of steps required for the registration of a BRO.</p> <ul style="list-style-type: none"> i) Identifying a suitable office space, a necessary prerequisite prior to the registration process. ii) Submission of application for statutory registration and appointment of a Chief Representative. iii) Engaging a Labour Agency to employ Chinese national and comply with local labour laws and taxes. <p>The expected timeline for the setting up of the BRO may take between 4-6 months and the setup costs are estimated to be approximately RM120,000.</p> <p>3.3.2 Expansion to India</p> <p>DW informed the BoG that the Secretariat will expand to India but have started with China first as it has more hurdles to overcome in setting up an office there. He further added that the Secretariat has started advertising for recruitment in India.</p>	<p>PC</p> <p>DW</p>

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	<p>3.3.3 Expansion to Latin America</p> <p>We have recruited a Technical Manager (Mr. Francisco Naranjo) for Latin America and presently he is operating from Ecuador. At the same we will be looking for a suitable office to establish RSPO's presence in Latin America.</p> <p>3.3.4 Monitoring of Smallholder's Fund</p> <p>A question was raised on how the smallholder projects are measured for impact and success.</p> <p>RSPO should impose KPI's on all smallholders' project, which in return acts a measure of how successful these projects are.</p>	DW
<p>4.0</p> <p>4.1</p> <p>4.2</p>	<p>Communications</p> <p>ACOP Update Overview</p> <ol style="list-style-type: none"> 1. Summary of submissions data (63% submissions) 2. Review of submissions by stakeholder sector (all data available on RSPO website RSPO ACOP DIGEST) 3. Review of issues reported by users during ACOP process (e.g. issues with internet browsers incompatibility) 4. Review of consecutive non-submissions (132 ordinary members did not submit for 2 years in a row and 43 ordinary members did not submit for 3 years in a row) 5. Suspension list of ACOP Non-Submitters for the 3 previous Consecutive Years (2011, 2012, 2013) <p>Non-submission of ACOP</p> <p>The secretariat office should not be handling manual submissions as a general rule. This can be allowed in exceptional cases only.</p> <p>AH reminded that in November 2012, it was decided a system be introduced for compulsory reporting with a time bound plan as below:</p> <ol style="list-style-type: none"> i) One year non- submission : Send a letter of warning ii) Two years without reporting - get suspension of membership rights i.e. no claims of membership, no participation on task force and/or working groups and cannot vote on general assembly. iii) Three years of non-submission and incomplete submission – terminated as RSPO member. <p>RSPO must be seen to have an appropriate process of contacting the non-submitters. Letters should be sent from the Secretary General, informing them that they will be suspended if they do not respond within four (4) weeks.</p> <p>If the Secretariat have documented down reminders that we have contacted them, and if they do not respond positively then they should be</p>	<p>SS</p> <p>SS</p> <p>AH</p> <p>BW</p> <p>CBN</p>

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4.3	expelled.	
	Letters from the RSPO should be send out to contact person in charge and copied to the CEO	IH
	RSPO need to take into account the needs of all those who need to submit, especially in the case of small producers, those with poor IT, language issues etc.	FW/JC
	Decision:	
	1. 2 years non-submission: Send a letter telling them to respond within 4 weeks or get suspended and the suspension will be for a full year.	
	2. 3 years non-submission: Send a letter telling them to respond within 4 weeks or get terminated.	
	3. 4 years non-submission: Send a letter telling them to respond within 4 weeks or get terminated.	
	4.3 Members Concession Map	SS
	46 grower members have submitted; 60 have not. Major growers categorised as Processors & Traders have not been asked to submit maps yet.	
	Reasons for non-submission of concession maps:	
1) Location Permit		
2) Business Permit		
3) Land Rights / HGU		
4) Many small planters. Their land will not match the land tenure. (under declare their land for tax reasons)		
5) Language barriers as not everyone speaks English		
The importance of having concession maps includes promoting a platform of transparency for the operation of the palm oil industry and to solve most deforestation allegation, forest fire etc.	BW	
RSPO wants to claim that members are truly not at fault, through verifiable facts in case of an occurrence of forest fire. In respect of that, we ought to prioritise areas which are more fire prone such as smallholders in land areas where peat soils are more dominant in Indonesia / Sarawak.	CBN	
Decision:		
i) Propose to set up a team equipped with the right set of skills to address the whole issue, starting with area mapping, satellite imagery, drones with GPS.	BW	
ii) Funding, what are the cost and how do we address the whole issue.		
iii) Legality of the whole process.		
Smallholder working group will be tasked to deal with smallholder matters as they have a more in depth understanding of issues faced.	DW	

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	<p>Technical expertise in terms of data mapping collection are handled by WRI. DW further pointed out that the real issue at present is the legality issue.</p> <p>Have to make clear that the concession map submission should not be applicable to the trade association as they are not planters.</p> <p>Highlighted the hazard of pushing resolutions that was not thoroughly considered. We must be more careful about implementing resolution like this in the future.</p>	<p>AL</p> <p>JC</p>
<p>5.0</p>	<p>Tiered Standards (RSPO lite and RSPO+)</p> <p>RSPO+ DW presented a zero-draft of the RSPO add-on voluntary standards. A formal first draft will be circulated to the board within 6 months. First feedback shall be obtained by February end. This draft will be worked on by the new Innovations Lab. This draft should cover the scope of Green House Gasses, deforestation, conflict and peat area, high carbon stock, HCV, FPIC , traceability etc. It was agreed that supply chain and market constituencies should be represented in the Innovations Lab, in addition to Growers and NGOs.</p> <p>Noted that companies producing 70% of the world’s palm oil are committed to a higher standard already. RSPO is in danger of falling behind.</p> <p>Concerns were expressed regarding different tiers; complexity in the supply chain, and losing members by raising the bar too high, while at the same time wanting to reward front runners.</p> <p>Some members supported a move to RSPO Lite as a first step to full certification, including no deforestation, no peat development; HCS and FPIC.</p> <p>Action: Brief for Simon, Adam, MPOA growers, Indonesia Grower to take forward a plan to research for a tiered approach. How and/or option to implement Proforest sketch plan.</p> <p>Timeline: End of February.</p>	<p>DW</p>
<p>6.0</p>	<p>Strategic Issues Strategic Plans in 2015</p> <p>Four main areas need to be addressed by RSPO within 3 years, including a plan on what should RSPO achieve in 2015.</p> <ol style="list-style-type: none"> 1) Creating Demand 2) Creating Supply 	<p>BW</p>

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	3) Smallholders development 4) Stakeholders Management/Engagement	
7.0 7.1	<p>External Presentations</p> <p>Complaints System Review</p> <ol style="list-style-type: none"> 1. RSPO's complaints system is at a critical juncture. The review by Natural Justice proposes a comprehensive set of recommendations to improve the system's effectiveness, efficiency and credibility. 2. The complaints system has undergone many changes for the better since its first iteration in 2006/2007, including some in the past few months in response to the interim reports of this review, for instance improvements in reporting and independence. It has been and will continue to be an ongoing process of improvement. 3. The methodology of the review includes: desktop research, stakeholder engagement (including a workshop in August and Prep Cluster at RT-12), two complaints site visits, further research and analysis, and finalisation. 4. Principle 31 of the UN Guiding Principles on Business and Human Rights (criteria for effectiveness of non-judicial grievance mechanisms) is at the heart of the recommendations, which are organised into five categories: governance, management, procedures, public communications and outreach, and institutional vitality. 5. The recommendations should be implemented in a coordinated and complementary manner according to three timeframes (short-, medium- and longer-term). The implementation process should be monitored by an Advisory Group to the Secretary General and annual reviews and reports. 6. Several key issues were considered when formulating the recommendations, including: the balance between transparency and confidentiality; means of removing conflict of interest in the Complaints Panel and procedures; reconceptualising and rebuilding it as an integrated system with clear pathways for resolution (prevention, mitigation, and correction); use of innovative procedures; and cost implications. 7. Report to be finalised by the end of November 2015 (using RT13 for feedback). Interim implementation of specific recommendations to continue. 8. Feedback was sought from the Board in particular on the proposed integrated system, independence of the Complaints Panel vs. appeal mechanism, and formalisation of the complaints system in RSPO's Statutes and P&C. 	<p>HJ</p>

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7.2	<p>Feedback and suggestions raised by BoG members:</p> <ul style="list-style-type: none"> • We need to acknowledge the contributions of the Complaints Panel members. • RSPO has to secure credibility of the complaints system in order to remain at the head of the pack; we have to invest time and money to do so. • The Secretariat is already overstretched but there are funds available, so should propose additional staff. • The Board should not sit back and relax; can still contribute to monitoring and review of the complaints system. Board members, especially growers, NGOs and banks/investors, should continue to scout in their constituencies for complaint panel pool members. • Consider striving for ISO certification. • An integrated system is needed. • It's good that the Secretariat has felt sufficient mandate to begin implementation of the recommendations from the interim reports; they need to continue. • Perhaps the complaints system should be fully independent from the Secretariat; regardless, it needs elements of speed and appropriate funds and resources. 	
7.3	<p>Code of conduct/Spirit of the RSPO</p> <ul style="list-style-type: none"> • The issue regarding a need to tighten up the Code of Conduct was discussed following the intention of Ferrero to leave the RSPO as they felt that certain members were going against the spirit of the RSPO by openly engaging in activities to create adverse publicity on palm oil usage even to the extent of boycotting its use. • It was agreed that a letter would be issued to the parties involved advising them that this was going against the spirit of the RSPO (action BW) • C&C SC to review claims rules with a view to ensuring that members are required to promote sustainable palm oil and not to disparage palm oil in general 	
END OF DAY 1, 17 NOVEMBER 2014		

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Item	Description	Focal Point
	DAY 2, 21 NOVEMBER 2014	
<p>8.0</p> <p>8.1</p>	<p>Standard and Certification Standing Committee/Technical Department</p> <p>IT Trading Approval Platform</p> <p>T&T Standing Committee crafted the IT platform base on requirement by the Secretariat for a need of market update and at the present moment the usual requirement spec does not include “traceability”.</p> <p>Eddie's team is trying to come up with user requirement specification on a Trading platform that will merge both the physical trade and Book & Claim, however, the issue of "traceability" has not been captured in the user specification.</p> <p>Traceability discussion should also include non-certified flows that occur on our members supply chains, on a voluntary basis. This was previously not been included.</p> <p>The traceability resolution also mentioned palm kernel oil traceability and this should be in the new IT system as well which is not included as we are only talking about mills and 1st buyer i.e. first flow of either CSPO or palm kernel or palm kernel oil.</p> <p>The current system will not be able to tell how much CSPO goes to what region. It is only able to give information on market uptake which is defined as from the mill to the first buyer and explicitly done base on discussion before.</p> <p>Main constraint identified would be cost of integration.</p> <p>Address the requirement of the resolution in terms of capturing the flow of certified oil along the supply chain to the end user. Use the same task force instead of recruiting a new one.</p> <p>Encouraged the team to study and learn from companies which are using the same or similar integrated traceability system before deploying one.</p> <p>Need to explore continued relevance of GreenPalm and other supply chain models, specified per market segment.</p> <p>Decision: Approach the current service providers and ask them to do four things:</p> <p>i) To merge and set up an independent company and de-link themselves from AAK. This should be not for profit.</p>	<p>EE</p> <p>DW</p> <p>JVD</p> <p>JVD</p> <p>EE</p> <p>BW</p> <p>AH</p> <p>BV</p> <p>JV</p> <p>DW/JVD</p>

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	<p>ii) Cost must be substantially lower than now. Examples ISCC/RTRS</p> <p>iii) Include the traceability of non-certified PO/PK</p> <p>iv) The eventual IT platform must be RSPO branded</p> <p>If the current service providers are unable to produce a full proposal to deliver the above as soon as possible, the T&TSC should go out to tender to third parties with an updated specification reflecting the above additional requirements.</p> <p>Highlighted issues faced in Indonesia where integrated companies are producing both CSPO and also their end product and they have voiced out their objection to pay for UTZ for their own CSPO that goes to their own refinery that will carry the RSPO trademark.</p> <p>Take into account of what DK pointed out as mentioned above, if we want 50% of Malaysian and Indonesian oil to be physical. If there are barriers imposed by Indonesian company/manufacturers, then we ought to ask the T&T team to address these issues.</p>	<p>DK</p> <p>AH</p>
<p>8.2</p>	<p>Supply Chain Standard & System Review</p> <p>Based on a 5 year review process. The team has started a process of consultation and also content consultation to assess current needs and make any necessary changes to accommodate those needs. The first document was published with regards to the 1st Consultation in June 2014 which had about 300 comments and 85% of these comments were taken on board for the second draft which is final except for a few wordings.</p> <p>The small changes in wordings are connected to the independent mills which are mills with no legal relationship with plantation. The system document removed a sentence which may lead to a potential conflict with the French regulation.</p> <p>JVD announced an interesting change where there is a provision for companies that uses a bucket of oil per week henceforth known as the “Bucket Club” for their oil consumption is less than 1 ton per annum. They can fulfil the certification standards by using self-assessments similar to what was known as the annual surveillance.</p> <p>Decision: BoG endorsed the revised supply chain documents.</p>	<p>EE</p> <p>JVD</p> <p>JVD</p>
<p>8.3</p>	<p>Endorsement of RSPO SMALLHOLDER SUPPORT FUND PANEL strategies</p>	

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	<p>The RSSF (RSPO Smallholder Support Fund Panel) panel had received 14-15 applications where only 5 projects have been approved to date with a total approved sum of over USD800K. As for the rest of the applicants, the panel has instructed the Secretariat to go back and liaise closely with the project proponents in order to reapply or put together better applications in meeting the criteria.</p> <p>Key highlights</p> <ol style="list-style-type: none"> 1) Scarcity of human resources: Getting about an average of 4 applications every quarter, but if the number increases to 10 every quarter, the existing panel members would not be able to cope. 2) To properly monitor these projects as to whether they meet the criteria and requirements of the RSPO. Have to consider this in the next couple of years when the first few projects comes into maturity. 3) RSSF do need a better forecast of incoming funds, so the panel knows how to plan and run it in terms of decisions to get more people in, how many projects can get funded and need to review whether or not the current structure is going to work. 4) Limitation of funds usage which is only extended to independent smallholders. <p>Recommendation</p> <ol style="list-style-type: none"> 1) 10% of the fund to be set aside specifically to cover certification cost/application for smallholders which cost about USD20K per audit. 2) To widen the scope of the fund. Apart from funding smallholders for certification purposes alone, we also can consider utilising the fund for other elements such as HCV assessment, smallholder farmer grants to purchase personal protective equipment/gears like gloves, fertilisers, etc. 3) RSPO to extend the fund to Scheme Smallholders. <p>To take a fundamental approach in getting smallholders to be certified. JC suggest that we learn from the cotton growers who is said to have certified 150,000 small cotton growers.</p> <p>Suggestion to embark on employing the method of “Jurisdictional approach” to get smallholders certified by the thousands.</p> <p>Need to firmly establish what RSPO wants to achieve with smallholders, how many, what area and by when. Smallholder Director is needed to plan this and then resource accordingly</p>	<p>PG</p> <p>PG</p> <p>JC</p> <p>DW</p> <p>BS</p>

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	<p>Decision: RSSF can be used for all other activities proposed, but should only cover independent smallholders.</p>	
<p>8.4</p>	<p>Jurisdictional Approach</p> <p>Jurisdictional Approach is a way to do certification in a much quicker and bigger scale. It means that we can certify on a district or governance level which incorporates government intervention. By utilising this method, it has a tendency to lower the transactional barriers and cost into entering certification. Big challenges faced by growers are mainly due to technological challenges for e.g. identifying high conservation value areas, identifying high carbon stock areas and softer approach is better for agricultural practises at a regional level.</p> <p>MB encourages the Secretariat to invite Mr. Veríssimo from Imazon (pioneer of this idea of jurisdictional programme in Brazil) to provide guidelines and sound advice for us to launch this project.</p> <p>Need to also review and align with other organisations who already looking at similar scheme – can they be partnered with</p> <p>Decision: Enforce implementation of section 4.2.3 of the certification system document. Tightening of this rule should be done during the review of the RSPO Certification Systems Document.</p> <p>Implement jurisdictional certification targeting smallholders and small growers and recruit Smallholder Director who can drive this approach.</p> <p>Prepare a Strategy and framework of how we can move this forwards. JB, PW and MC/ZSL. To work on this. Timeline 1st Draft March 15</p> <p>As a first step, we will submit to the BOG by end-March a first draft framing document and recommendations outlining options for RSPO to develop a jurisdictional approach to certification. Volunteers include JB, PW, LC</p>	<p>DW</p> <p>MB</p> <p>FW</p> <p>DW/SY</p> <p>JV</p> <p>JB/PW</p>
<p>8.5</p>	<p>Malaysia & Indonesia National Interpretation (NI)</p> <p>RSPO Secretariat have received the final draft NI from Malaysia and Indonesia Task Force. Salahudin and Adam will be reviewing the NIs and circulate to the Standard Certification & Certification Committee by email and will make recommendation(s) to the BoG within a month to endorse these NIs.</p>	<p>AH</p>

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9.0	<p>Other matters</p> <p>The complaints panel had submitted a memo to the BoG recommending the suspension of PT. Sisirau. The reason for suspension is because they did not comply with submitting their ACOP with a time bound plan and with evidence, they did not commit/follow within the time frame that they themselves recommended to the complains panel, hence have breached RSPO rules.</p> <p>Decision:.</p> <p>Suspension of PT. Sisirau is endorsed, until they have completed all the action plan points in full.</p>	IH
	CONTINUED DISCUSSION ON 17 NOVEMBER 2013 AGENDA	
10.0	<p>Strategic Issues</p> <p>Overall target 2018 - Smallholder compliance</p> <p>Develop a Strategy by 2015 - Influence governments to get key agencies, contacts in High Risk Countries authorities to be receptive.</p> <p>MZ suggest to concentrate in areas like Papua and Myanmar where palm oil has not shot up and acquire their government support.</p> <p>Inviting a government representative to participate and collaborate with us in meetings and conferences gives RSPO leverage.</p> <p>By 2020, RSPO would have a list of governments covering Africa to provide enabling legal framework for RSPO to operate.</p> <p>Demand Side - 3 Strategic Framework for our outreach EU, India and China (Concrete deliverable 3 proposals):</p> <ol style="list-style-type: none"> 1) Call out tapping the EU in Brussels - mandate to support CSPO, promoting the use of sustainable palm oil. 2) Focus a concrete proposal in India and China - informing them what RSPO wants them to do. <p>Deadline for 1st Draft of Strategy would be March 2015 and by June 2015 the proposal must be ready to be signed off.</p> <p>The Financial Sector will come out with a broader plan (Strategic Financial Plan) to reach out to what would be the reach out) by March 2015.</p> <p>NGO's outreach: Need to identify key regions and the key things of</p>	<p>JV</p> <p>MZ</p> <p>DW</p> <p>BW</p> <p>BW</p> <p>TU</p> <p>PW</p>

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Item	Description	Focal Point
	<p>which we need engagement in terms of real time capacity building.</p> <p>Proposes the untapped resource by using the zoo's platform to promote palm oil.</p> <p>Host venue zoo to promote the palm oil story and RSPO to provide toolkit that are to up to date on what the RSPO does. Target in 2015 - we will get 5 more zoos to do that (good network & toolkit)</p> <p>Focus on US, particularly on Cheyenne Zoo, Mountain Zoo as they have the toolkit, network and pushes a lot in Asia)</p> <p>For the demand side perspective - use chatter and twitter now on social media (Europe or North America). Even though short term but as these messages are heard by various CEOs and they decide whether they want to buy a CSPO or want to go with TFT.</p> <p>Eaza Commitment - European Association of Zoos - working with zoos to support RSPO by firstly coming out with the statement that they are supportive of RSPO; Step 2 - work on action plans with the zoos on how to live up to that statement. (In 2015 engage zoos to deliver their or our toolkits and exhibits endorsing and promoting RSPO before the summer months to catch the largest crowd)</p> <p>Develop E-Learning Modules to help growers with struggles and conduct groundwork.</p>	<p>MZ</p> <p>BW</p> <p>JB</p> <p>AH</p> <p>DW</p> <p>DW</p>
<p>11.0</p> <p>11.1</p>	<p>Post Mortem – RT12 (What worked well & how to further improve)</p> <p>What worked well</p> <ol style="list-style-type: none"> 1. Advertise more on what the Secretariat has done (to gain more positive attributes) like having the complaints panel being independent from the BoG. 2. Having good influential speaker like Dr. D Suzuki 3. Session on Impacts (lots of content) 4. Sessions focus tackling key issues 5. Compensation World Cafe - useful 6. Format is better than the previous years 7. Observed that many participants came and engaged in side meetings shows that the RT works as stakeholders connects and exchange information. 	<p>GL</p> <p>GL</p> <p>EC</p> <p>EC</p> <p>MZ</p> <p>MZ</p> <p>JV</p>

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	8. Very well organised for its translation services	JV
	9. Session introducing new tools and technology - stir up discussion among growers to apply these tools.	AL
	10. New Places - New People, New Topics and New Discussion, Voices - more powerful.	AL
	11. Venue was good as there were plenty of space for side meeting.	AL
11.2	Areas of Improvement	
	1. Why was the opening done on the 2nd day of RT?	EC
	2. The BoG ought to form a meeting to study and better understand the resolution before the resolution is presented on GA.	EC
	3. E-Vote: May look into real time e-vote as it may influence the outcome of the resolution. Board members were concerned that discussions during the GA, including clarifications and potential flaws in resolutions, were influential on voting decisions in the meeting but could not be reflected in e-voting in advance. At least one resolution was swung by e-votes without the benefit of such discussions.	JC
	4. Lack of presence of growers.	JC
	5. Lost interaction in World Cafe - different perspective. Should not only use powerpoint solely to communicate.	JV
	6. Improving the quality of resolution two resolutions were withdrawn from the GA. All submitted from 1 category. Perhaps we should explore a rule or suggestion in the event that resolution submitted only if they come from at least 2 to 3 stakeholders groups. The quality of the resolution would have been better and more balance seen from the various interest and more accept able to the various stakeholder.	JV
	7. Despite calls for more growers to speak and present for the last few years the results have been disappointing. More growers need to be involved.	DW
	8. Bring in more of leaders (CEOs, etc.) from various industries to participate	KH
	9. Presence of Government is essential, get them more involved as gate stakeholder.	KH
	10. RSPO ought to be more producer friendly as most producers do	JC

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	<p>feel that RSPO is there to attack them and not to assist them. Assist and encourage producers to come willingly.</p> <p>11. RSPO should take the opportunity to review objectives of the RT and then think about changing format accordingly.</p>	
12.0	<p>Next RT</p> <p>The next RT will be held in November 2015 at Bangkok, Thailand.</p> <p>Decision: DW will suggest dates for the next RT.</p>	DW
	<p>END OF DAY 2, 21 NOVEMBER 2014</p>	