

GA2: Minutes of General Assembly

Date : Wednesday, 23 November 2005
Venue : Grand Copthorne Waterfront Hotel, Singapore
Start Time : 1600 (Singapore)

Agenda:

1. Opening address by the RSPO President, Mr Jan Kees Vis
2. To receive the Report of the RSPO President
3. To receive and adopt the Report of the RSPO Treasurer
4. To adopt the RSPO Principles & Criteria for Sustainable Palm Oil Production (P&C)
5. To develop a Verification Working Group to work on the process for verification of the P&C
6. To discuss a 'Draft Code of Conduct' for RSPO Members (i.e. 'rest of the supply chain')
7. To adopt Article on membership fees, subscriptions, collection & defaulting
8. Any other business

Minutes:

1. Opening address by the RSPO President, Mr Jan Kees Vis

Jan Kees Vis (JKV), as President and Chairman of the meeting, welcomed RSPO members to the 2nd annual RSPO General Assembly (GA2).

Before proceeding with the Agenda, Jan Kees Vis read RSPO's policy pertaining to Antitrust Guidelines and reminded members to adhere to the agreed guidelines.

2. To receive the Report of the RSPO President

Jan Kees Vis (JKV) gave a PowerPoint presentation on the progress achieved by RSPO since the last general assembly in 2004. Specifically, JKV talked about the following items:

- Completion of the RSPO Principles & Criteria for Sustainable Palm Oil Production (P&C) by the Criteria Working Group (CWG) and ProForest. Additional plans to complete the supporting guidance document, provide a version suitable for smallholders as well as to begin the national interpretation process by respective producer countries
- Significant growth of RSPO's membership base. However, there is a need for additional consumer goods manufacturer, retailer, bank/investor and social NGO representation in the RSPO
- Implementation of the P&Cs
- Supply chain involvement. Importance of developing strategies to create a commodity market for 'sustainable palm oil'
- Involvement of governments in RSPO's work
- Communication of RSPO's work
- Funding requirements for RSPO future projects/activities

3. To receive and adopt the Report of the RSPO Treasurer

Fausta Borsani (FB), RSPO Treasurer, proceeded to provide a brief explanation of RSPO's accounts and finance statements, which was subsequently adopted by RSPO members present.

To adopt article on Honorary membership category

Jan Kees Vis (JKV) put forth a proposal for a new membership category of Honorary Member to meet the need for recognising individuals who have made very significant contributions to RSPO and sustainable palm oil. The proposed amendment to the Statutes who had been endorsed earlier by the Executive Board reads as:

New Membership Type - Honorary Membership for Individuals

1. Rationale

Honorary Membership (HM) with the RSPO is a new category of membership to be granted to those individuals who have made contributions to the RSPO that merit an outstanding form of recognition, and whose contributions are still seen as important for the RSPO.

2. Conditions for Honorary Membership

The individual would need to have made contributions to the RSPO, its goals, missions and/or activities that were outstanding. The potential HM candidate would need to demonstrate a clear role in furthering the goals of RSPO, particularly in a leadership role, promoting sustainable development amongst stakeholders and, a high level of integrity in representing RSPO with external stakeholders.

3. Benefits

The following are the benefits for HM:

- *Free lifetime Honorary Membership.*
- *Observer status at RSPO General Assemblies*
- *Free entry and participation at all Roundtable meetings and other RSPO conferences, seminars, events, etc.*
- *Honorary Membership certificate/memento in recognition of the individual's contributions and/or achievements.*

4. Process for Admission

The following shall constitute the process for nomination, selection, conferring and publicity for HM.

- a) Nominations for HM: Nominations can be made by Executive Board (or RSPO Members) with the support of a minimum 5 RSPO Members.*
- b) Nominations would have to be made via a written nomination to the Secretariat 2 months prior to the General Assembly.*
- c) The EB would assess the merits of each nominated individual. Nominators may be required to provide a rationale or justification for their nomination using the basic criteria expressed above.*
- d) The EB would make a decision on a potential HM recipient(s) by the General Assembly. It is important to note that no fixed number of HM recipients are set, thus the potential for having no new HM recipients in any given year is possible and acceptable.*

After the adoption of the motion, the Meeting agreed that the first Honorary Membership be accorded to former Vice President III, Mr M.R. Chandran.

4. To adopt the RSPO Principles & Criteria for Sustainable Palm Oil Production (P&C)

RSPO Members adopted the Principles & Criteria for Sustainable Palm Oil Production (P&C) with an overwhelming majority. Ordinary Members of RSPO present at the meeting cast their votes while several members who could not attend the meeting cast their votes by proxy. Of the votes cast, 55 were in favour of adoption of the P&C, 1 member abstained (please refer to Appendix 1 for a listing of all voters).

5. To develop a Verification Working Group to work on the process for verification of the P&C

Jan Kees Vis (JKV), RSPO President put forth the motion for the formation of a Verification Working Group to the General Assembly. In support, he cited commitments made by RSPO at RT3. The motion was accepted and adopted. A show of hands showed considerable interest in joining the VWG. This was to be followed up by an invitation posted on the RSPO web site. In addition, JKV said that in meeting with the urgency of the matter as expressed already, the potential executor of the activity would be short listed from the existing pool of consultants servicing RSPO.

6. To discuss a 'Draft Code of Conduct' for RSPO Members (i.e. 'rest of the supply chain')

This item was not discussed as the RSPO Secretariat was not able to prepare a draft document for discussion in time for this meeting. Jan Kees Vis (JKV), RSPO President gave the assurance of the Executive Board that this exercise would be completed for adoption at the next General Assembly.

NOTE: The second working draft of the Code of Conduct for RSPO Members (drawn-up by the RSPO Executive Board) is expected to be distributed to all RSPO Members by 16 March 2006.

7. To adopt Article on membership fees, subscriptions, collection & defaulting

The RSPO Secretariat's article proposal regarding membership fees, subscriptions, collection & defaulting was endorsed by RSPO members.

8. Any other business

8.1. 'The need for a taskforce on smallholders' proposal by Sawit Watch, Migros, New Britain Palm Oil Ltd, The Body Shop International and WWF Switzerland

The proposal was raised as a result of an identified need for addressing the smallholder situation in relation to the adoption of the Principles & Criteria for Sustainable Palm Oil Production. This initiative was sponsored by two Executive Board members. This proposal was endorsed by RSPO Members. Changes were proposed to the wording and are reflected in the current TOR of the Smallholder Task Force.

8.2. 'Minimum riverine buffer zone for oil palm plantings' Proposal by Saraya Co Ltd

This proposal was rejected by RSPO Members on the grounds of its likely limited impact on the ground and impracticality for RSPO to be effective in executing. In closing, Jan Kees-Vis, President called upon Saraya Co Ltd. to re-work the idea into a proposal for the RSPO to consider, especially using the idea of setting up a fund to achieve the objectives of this proposal.

8.3. 'Ban on oil palm plantings on steep slopes' proposal by Borneo Orangutan Survival (BOS) Foundation & Global Environment Centre

This proposal was rejected by RSPO Members on grounds of the vague background information provided and impractical goals that are unlikely to be achieved through RSPO's membership at the present time.

8.4 Concern over acceptance of proposals for motions to the General Assembly that have not been through the proper process of submission within deadlines to the Secretariat

Ian McIntosh (IM) of Aarhus Karlshamns raised concern over the rash of proposals that were brought up for consideration during the General Assembly. IM cited the short time available for members to study and consider proposals for their relevance to RSPO's mandate and objectives. This concern was echoed by other members present and supported by the Executive Board.

<Meeting adjourned at 1800>

RSPO Secretariat
2 March 2006

Jan Kees Vis, President
Roundtable on Sustainable Palm Oil (RSPO)

APPENDIX 1

Listing of RSPO Ordinary Members who cast their votes (including proxy votes) on the adoption of the RSPO Principles & Criteria for Sustainable Palm Oil Production (P&C):

1. Asiatic Development Berhad
2. Cadbury Schweppes plc
3. The Body Shop International plc
4. Aarhus United
5. PT Socfin Indonesia
6. New Britain Palm Oil Ltd
7. Hap Seng Consolidated Berhad
8. United Plantations Berhad
9. Kumpulan Guthrie Berhad
10. IJM Plantations Berhad
11. Consolidated Plantations Berhad
12. Kulim (Malaysia) Sdn Bhd
13. FELDA
14. PPB Oil Palms Berhad
15. KOG Edible Oils BV
16. Global Environment Centre
17. PT SMART tbk
18. HSBC Bank Malaysia Berhad
19. Unilever
20. Co-op UK
21. Santa Maria AB
22. Co-op Switzerland
23. Malaysian Palm Oil Association (MPOA)
24. Oxfam GB/Novib
25. WWF Switzerland
26. Migros
27. Indonesian Palm Oil Producers Association (GAPKI)
28. Agropalma
29. SIAT SA
30. Nutriswiss
31. IOI Corporation Berhad
32. Saraya Co Ltd
33. International Finance Corporation
34. PT PP London Sumatra Indonesia tbk
35. Golden Hope Plantations Berhad
36. Boustead Plantations Berhad
37. WWF-Malaysia
38. WWF-Indonesia
39. Sawit Watch
40. Kuala Lumpur Kepong Berhad
41. PT Musim Mas
42. Intercontinental Specialty Fats Sdn Bhd
43. Essent Energy Trading
44. Daabon Organic
45. Fedepalma
46. Rabobank
47. PT Agro Indomas
48. China Cereal, Oils and Foodstuffs Corporation (COFCO)
49. Karlshamns AB
50. Borneo Orangutan Survival (BOS) Foundation
51. Wilmar Trading
52. PanEco Foundation
53. Pesticide Action Network (PAN) Asia and the Pacific
54. Fuji Oil
55. CTP Holdings (formerly Pacific Rim Palm Oil Ltd)
56. Cargill BV