RSPO Shared Responsibility Task Force Project Timeline

RSPO Shared Responsibility Task Fo		March			April		May						
apaacea 1 April	Activity	Deadline	25	1	8	15	22	29	6	13	20	27	
Workplan	Holidays						PH 19&22 UK		PH 1 MY 6 UK		РН 20/22 МҮ	PH 27 UK	
	Telecon/WS		Telecon1	OC& SCC		Telecon2		KL WS Secretariat 30th	Telecon3	ос		KL TF WS	
	Homework/Meeting prep SRTF					HW			HW & interviews	interviews	HW		
Finalize SR TaskForce composition	pre-requisite to establish SR TF outreach and invites	8-Mar											
PHASE 1	out den und myres												
	Desktop work by consultant building on the previous work done by the Restructure subgroup of the P&C Review Taskforce 2017/2018	End March 2019											
	Telcon 1 with SRTF for briefing on background & process/workplan & their role and tasks.	Telcon 1 week of 25 th March	Telecon1 27.03.										
	Telcon briefing for Oversight Committee	tbd		tbd									
	Telcon briefing for SCC Review team and/or T&T.	tbd		tbd			1	1	1		1		
Review draft list of themes and create list of potential indicators with rationale including applicability per membership category	Desktop work by consultant to develop draft list Map with P&Cs new reporting indicators	Apr-19											
3. Review existing systems of reporting and analysis, including ACOP and SCC certification.	Desktop work by consultant Utilising and updating previous work Review and 'match' with recommended indicators.	Apr-19											
4. Gaps identified and potential solutions	Desktop work by consultant	Apr-19											
	Homework SRTF	prior telecon2				HW							
	Telcon 2 with SRTF to review list of criteria, gaps and potential solutions	Telcon 2 week of 15th of April				Telecon2							
	Interviews RSPO staff responsible for systems and key users, such as direct Proforest client contacts												
	SR TF consult within their membership category (questionnaire template provided by consultant)												
	Research other schemes												
5. Systems in need of improvement/strengthening	Desktop work by consultant	Mid-April 2019											
will be identified.	Interview with RSPO Secretariat staff.												
6. Proposal additional mechanisms and/or system improvements, which will be used as key input into Phase 2 (see below)	Desktop work by consultant	Late April 2019											
	Workshop with RSPO Secretariat staff in KL to make sure details align with RSPO workstreams.	KL week 29 th April						KL WS 30April					
7. Details on how indicators might be reported, bearing in mind different membership categories, will be proposed.	Desktop work by consultant	Early May 2019							PH 1 MY				
	Homework SRTF	prior telecon3							HW				
	Telcon 3 with SRTF to present and review list of criteria and draft indicators mapped, results of RSPO workshop - implementation systems, survey and interviews templates	Telecon3, May 8							Telecon3 May 8				
	Interviews with stakeholders	Early May 2019							conduct inter	views			
8. TF presents to report to the Oversight Committee for an initial sign-off on indicators with rationale and applicability		Early May 2019								ос			

RSPO Shared Responsibility Task Force Project Timeline

RSPO Shared Responsibility Task Fo updated 1 April	rce Project Timenne	1	May				June				July					August				Sept	
upuateu 1 April	Activity	Deadline	6			27	· · · · · · · · · · · · · · · · · · ·			7 24	1	1 8					29 5 1		26	26 2	
Workplan	Holidays	Deaume	PH 1 MY 6 UK	13	PH 20/22 MY	PH 27 UK	PH 5/6 MY	10	, 17	24	PH 4 US		1.5		2		PH 12 MY	19	PH 26 UK	PH 2 MY	
	Telecon/WS		Telecon3	ос		KL TF WS		WS EURT		WS US (tbc)					Telcon 4			Telecon5	ос	BoG 5 Sept	
	Homework/Meeting prep SRTF		HW & interviews	interviews	HW									liaison constituents	HW read consultation report	liaison constituents	HW prep Telecon 5				
Phase 2: Implementation																					
Based on Phase 1, recommendations on potential collection, reporting, analysis and MEL (monitoring, evaluation and Learning) strategies (implementation strategy) will be developed.	Desktop work by consultant in close collaboration with RSPO Impacts Team (e.g. following workshop under phase 1, activity 6)	-mid-May 2019																			
Mechanisms for incentives and sanctions will be included. An initial identification of potential costs/benefits and risks to non-producer members to do their share will be presented.	Desktop work by consultant in close collaboration with RSPO Impacts Team	late May 2019																			
	Prep for physical meeting	late May 2019			HW																
	Physical meeting with SRTF to finalise implementation mechanism	KL week of 27th of May				KL WS															
3. Public Consultation on content & implementation mechanism		Mid-June-mid July 2019						start on day of EURT WS													
	Consultation workshop during EURT & in North-America	EURT 14 th June – WS maybe 13th pm; US WS may be 29th [tbc]						EURT		WS US (tbc)											
	Consultant carries out desktop analysis & suggests changes based on comments received	Mid-July 2019																			
	SRTF consults with constituents	second half July												liaison wi constitue							
	Review consultant's summary of public consultation & recommendations	prior Telecon4													HW: consultation report						
	Telcon 4 with SRTF results public consultation	Telecon4, July 30													30 July Telcon 4						
	Consultant integrates input from SRTF including mini groups	first half of Aug																			
	SRTF consults with constituents	early Aug														liaison wi constitue					
																	HW: prep for Telecon5				
	Telcon 5 with SRTF to finalise the mechanism	Telecon5, August 20th																20th aug Telecon5			
5. SRTF presents report to the Oversight Committee for sign-off.	Telcon briefing for Oversight Committee	23rd august																	ос		
6. Oversight Committee submits indicators and implementation system proposal for BoG for endorsement.		28th of August																		BoG 5th	