

## MINUTES OF MEETING (DRAFT)

### 26<sup>th</sup> SSC Meeting

**Time:** 1500 - 1630 (MYT)

**Date:** Thursday, 28<sup>th</sup> April 2022

**Venue:** Zoom Meeting <https://zoom.us/j/93539952887> Meeting ID: 935 3995 2887 Passcode: 26@SSC

#### ATTENDEES

Name	Initial	Organisation	
1. Lim Sian Choo (Co-Chair)	LSC	Bumitama Group	Grower (INA) - Substantive
2. William Siow	WS	MPOA/IOI	Grower (MY) - Substantive
3. Ian Orrell	IO	NBPOL	Grower (Smallholder) - Substantive
4. Olivier Tichit (Co-Chair)	OT	Musim Mas	P&T – Substantive
5. Sander van den Ende	SvE	SIPEF	Grower (RoW) - Substantive
6. Jenny Walther-Thoss	JWT	WWF Singapore	ENGO- Substantive
7. Mohammed Dao	MD	OLAM Group	Grower (RoW) – Alternate
1. Julia Majail	JM	RSPO Secretariat	
2. Javin Tan	JT	RSPO Secretariat	
3. Leena Ghosh	LG	RSPO Secretariat	
4. Khing Su Li	KSL	RSPO Secretariat	
Absence with apology:			
1. Anne Rosenbarger	AR	WRI	ENGO- Substantive
2. Rudy Prasetya	RP	TAP	Grower (INA) – Alternate
3. Brian Lariche	BL	Humana	SNGO - Substantive

#### AGENDA

Time	Item	Agenda	PIC
1500	1.0	<b>Opening</b>	Co-Chairs
	1.1	Acceptance of agenda	
	1.2	RSPO Antitrust Law	
	1.3	RSPO consensus-based decision making	
1510	2.0	<b>Confirmation of the 25th MoM on 24th Mar 2022</b>	Co-Chairs
	2.1	Matters arising from the previous meetings	
	2.2	Action Tracker	
	2.3	Progress Update WG/TF/SG under SSC	
1515	3.0	<b>For Approval</b>	
	3.1	Draft protocol for disclosure and recertification	KSL
	3.2	Terms of Reference of the Human Rights Working Group	LG
1530	4.0	<b>For Update</b>	
	4.1	Standard Review Updates	JT
1600		<b>END</b>	

**DISCUSSION:**

No.	Description	Action Points (PIC)
1.0	<b>Opening</b>	
1.1	The Chairs welcomed everyone to the meeting and presented the agenda of the meeting.	
1.2	The RSPO Antitrust Law, consensus-based decision making, and Declaration of Conflict of Interest were read out to the Committee.	
2.0	<b>Confirmation of the 25<sup>th</sup> MOM SSC on 24<sup>th</sup> Mar 2022</b>	
2.1	<p><b><u>Confirmation of Minutes of Meeting</u></b> The minutes of the meeting were accepted/endorsed.</p>	<p>Discussion on the GHG WG Way Forward plan <b>Action by:</b> Secretariat</p>
2.2	<p><b><u>Matters arising from the previous meetings</u></b> Progress from the last meeting was presented and no comments were received from the SSC.</p>	
2.3	<p><b><u>Progress Update WG/TF/SG under SSC</u></b> Committee highlighted the progress of GHG WG that looked into the GHG supply chain players. The Secretariat commented that it is still in the process of forming. The Committee suggested having external consultants to get an overview of GHG changes in various countries and formulate some plans/standards to guide the members to meet this global expectation.</p> <p><b>Decision:</b> Secretariat will discuss with Amir and come up with way forward plan and reach out to the Co-Chairs of SSC.</p>	
3.0	<b>For Approval</b>	
3.1	<p><b><u>Draft protocol for disclosure and recertification</u></b> The Secretariat presented the protocol on how to approach a situation during the disclosure for recertification and initial certification. This is due to a few situations that caused problems to proceed such as when there are inaccuracies/inconsistencies in the information of the unit of certification.</p> <p>The Secretariat highlighted that the implication of this protocol affects the needs for staffing in the Secretariat. The Secretariat also highlighted the plan to come up with an online disclosure for the updates and submission via MyRSPO and there will be a budget required for this.</p>	



3.3	<p>representing SNGO for their endorsement of the above document.</p> <p><b><u>HCV Guidance document for ISH</u></b> The document was endorsed during the 24<sup>th</sup> SSC Meeting and sent for proofreading as suggested. SSC approved to proceed to use the document.</p>	Secretariat
4.0	<b>For Updates</b>	
4.1	<p><b><u>P&amp;C Review</u></b></p> <ul style="list-style-type: none"> <li>● Secretariat updated that the Steering Group has the full Committee members, with all the Co-Chairs from the four Standing Committees and the RSPO CEO. There are slight delays on the Task Forces formation and engagement of the Facilitation Team. The 1<sup>st</sup> SG meeting that was originally planned to take place in mid-April has been tentatively postponed to the week of 23-27 May. The Secretariat will send out a doodle poll to all the SG members for the 1<sup>st</sup> SG Meeting for a 1-2 hour time slot.</li> <li>● The profiling of the Task Force membership will be presented to the SG for endorsement.</li> <li>● There are a total of 17 Expressions of Interest to join the Technical Committee (TC) and most of them are from the independent experts. The Secretariat will reach out to RSPO members to inform that TC is not just by external stakeholders but also require representatives from the members. The same will also be sent to all the WG and TF under SSC. Secretariat will actively reach out to the Certification Bodies and SNGO as there is no representative from them thus far. The Secretariat will be able to formulate on the focus of the TC and list of targeted engagement after the 1<sup>st</sup> TF meeting.</li> <li>● The P &amp; C 2018 survey was closed on 18 April and a total of 503 responses were received. The consultant is now working on analysing the data and the initial result will be ready by 9 May 2022 and will be presented at the 1<sup>st</sup> SG meeting.</li> <li>● The Secretariat also received comments/inputs on P&amp;C 2018 that will be incorporated into the preparatory report for the 1<sup>st</sup> TF meeting to deliberate on. These comments were received from the BHCVWG, WWF-Malaysia and Impacts &amp; MEL Unit within the Secretariat.</li> <li>● Comments on specific criteria &amp; indicators that will be tabled for respective TC's deliberation during the process. Comments were received from the HRWG on Principles 4 &amp; 6, BioD unit on criteria 7.3, 7.1 and some criteria on P3 and Climate Change Unit on Principle 7.</li> </ul>	

	<ul style="list-style-type: none"> <li>● On the engagement of the facilitation team, the Secretariat received a total of 3 proposals. The Secretariat has made a decision to go for another 2 weeks extension for the proposal sourcing. The Secretariat will only be able to finalize the selection of the facilitation team after Raya holidays on 9 May. Secretariat will also hire a temporary comms manager to support the communication of the Standards Review Process.</li> <li>● The 1<sup>st</sup> TF meeting is now targeted in June which is delayed from the original date of April, thus the Standards Review Timeline will be updated accordingly.</li> <li>● The Secretariat presented the 1<sup>st</sup> concern that was received from the Smallholder SC on 29 Mar and a follow up call was made on 7 April. Concerns raised include that the current process does not provide enough attention to ISH, the practicality of RISS review, the ambitious indicative timeline stated within the ToR and to have SH Technical Committee. The Secretariat will have another call with SHSC to discuss a possible win-win way forward prior to the 1st SG meeting.</li> </ul>	
<b>5.0</b>	<b>Any Other Business</b>	
	<p>Next SSC meeting will be on 26 May 2022. As it is a public holiday in several countries, Secretariat will send a doodle poll to check the members' availability on 26 May.</p>	

**MEETING ENDED AT 1625 MYT**