

**MINUTES OF MEETING**  
**RSPO BHCVWG The Gardens Hotel hybrid meeting (25 November 2022)**

**Attendance:**

<p><b><u>Members and Alternates</u></b></p> <ol style="list-style-type: none"> <li>1. Harjinder Kler (HUTAN)</li> <li>2. Lee Swee Yin (SDP)</li> <li>3. Ambang Wijaya (GAR)</li> <li>4. Ahmad Yudana (GAR)</li> <li>5. Lim Sian Choo (Bumitama)</li> <li>6. Eleanor Spencer (ZSL)</li> <li>7. Mahendra Primajati (FFI)</li> <li>8. Olivier Tichit (Musim Mas)</li> </ol> <p><b><u>Absent with apologies</u></b></p> <ol style="list-style-type: none"> <li>1. Arnina Hussin (SDP)</li> <li>2. Benjamin Loh (WWF)</li> <li>3. Sander Van den Ende (SIPEF)</li> <li>4. Martin Mach (Bumitama)</li> <li>5. Quentin Meunier (OLAM)</li> <li>6. Anne Rosenbarger (WRI)</li> <li>7. Bukti Bagja (WRI)</li> <li>8. Michelle Desilets (OLT)</li> <li>9. Cahyo Thandra (FFI)</li> <li>10. Lanash Thanda (SEPA)</li> <li>11. Marcus Colchester (FPP)</li> <li>12. Patrick Anderson (FPP)</li> <li>13. Chin Sing Yun (Wilmar)</li> <li>14. Syahrial Anhar (Wilmar)</li> <li>15. Vivi Anita (Musim Mas)</li> </ol>	<p><b><u>RSPO Secretariat</u></b></p> <ol style="list-style-type: none"> <li>1. Kaw Kar Mun</li> <li>2. Lee Jin Min</li> </ol> <p><b><u>Facilitator</u></b></p> <ol style="list-style-type: none"> <li>1. Ginny Ng</li> </ol>
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**\*\*\*Note: No decision can be made for this meeting as there was no quorum**

**Meeting Agenda:**

<b>Agenda</b>	<b>PIC</b>
1. Opening remarks	Co-chairs
2. Confirmation of previous meeting of minutes	Co-chairs
3. Timeline for the draft 0 of RaCP v2 to be endorsed	Facilitator
4. RSPO P&C Review	Facilitator
5. BHCVWG Strategic Plan	Facilitator
6. Any Other Business (AOB)	Facilitator
7. End of meeting	Co-chairs

No.	Agenda	Action
1	<p><b><u>Opening remarks</u></b></p> <ul style="list-style-type: none"> <li>● The co-chairs welcomed all members and the facilitator to the hybrid meeting.</li> <li>● Co-chairs presented the updated agenda from the earlier version.</li> </ul>	
2.	<p><b><u>Confirmation of previous meeting of minutes</u></b></p> <ul style="list-style-type: none"> <li>● The Secretariat presented the minutes of meetings 24-26 February 2022.</li> <li>● A column will be added to indicate on whether a decision has been made/ the arising matters have been completed to update the members during the next meeting.</li> <li>● Sought updates on item 7 HCVN: Updating information over time: <ul style="list-style-type: none"> <li>○ clarification is needed to confirm whether BHCV has refused the proposal to change the HCV values as a member reported to have received information that HCVN refused the proposal to discuss further. This has implications in the field where CB asks for more information e.g. when HCV is reduced in numbers.</li> <li>○ Commented that BHCV needs to be in liaison with HCVN and need to be aware and update what needs to be done when submitting HCV-HCS integrated reports. It is also to ensure that the changes picked are aligned to RSPO P&amp;C.</li> <li>○ Commented that the Integrity Unit need to be more involved in BHCV to be aware of policy changes relate to how they are monitoring.</li> </ul> </li> <li>● Provided updates on item 8 Jurisdictional approach: <ul style="list-style-type: none"> <li>○ the subgroup has reached out to HCVRN and the quotation has been shared and a decision will be made for HCVRN to participate in the exercise about the HCV-HCS procedure for jurisdiction.</li> <li>○ Suggested in the future to include Daniel (RSPO Secretariat) in the meeting to provide updates.</li> </ul> </li> <li>● Provided updates on item 11 on Draft Protocol of Recertification and Disclosure of Liability: <ul style="list-style-type: none"> <li>○ Explained to members on the results of the subgroup meeting with Sander that convened on 24 November 2022 evening regarding the Protocol for Recertification. Four main discussion points were noted: <ul style="list-style-type: none"> <li>▪ If there are any differences between the numbers of CB vs LUCA report, the final LUCA report that has been endorsed by the compensation panel, the number stance unless the certification area has changed from what was stated in the report.</li> <li>▪ Need further discussion before a final decision can be made on whether this protocol would include initial certification as there were differing views on that.</li> </ul> </li> </ul> </li> </ul>	<p>Secretariat to update table in subsequent meeting</p> <p>BHCV to consider</p> <p>BHCV to consider</p> <p>BHCV to consider proposal</p>

	<ul style="list-style-type: none"> <li>▪ Emphasised that within the RaCP, certification and recertification can go ahead once the concept note has been approved.</li> <li>▪ For the provision of 8 to 10 months, discussion was to extend that until the next surveillance audit.</li> <li>○ Proposal was made to review/rewrite to firm up the paper. An interim response to the Secretariat was the BHCV group has discussed this and is in the process of streamlining the protocol. This recommendation is marked urgent and is to be circulated to all members via email to get a quick confirmation from all members.</li> <li>● Sought updates for item 13 HCV management and Monitoring – study by Copenhagen Zoo: <ul style="list-style-type: none"> <li>○ Clarified that the study cannot capture any clear recommendation on this matter. Moving forward, it is proposed to come out with the indicators and information can be obtained from growers who have managed their HCV areas for many years and incorporate that information.</li> </ul> </li> </ul>	BHCV to consider proposal
3	<p><b><u>Timeline for the draft 0 of RaCP v2 to be endorsed</u></b></p> <ul style="list-style-type: none"> <li>● Original idea to have the RaCP document finalised this week and approved by BHCV was deemed not possible as additional review was needed.</li> <li>● Timeline was amended to have CTF/BHCV meeting on either 9 and 10 March or 13 and 14 March to consolidate feedback into the document as additional follow-ups on targets with specific groups is required.</li> <li>● Proposed to secure Ginny as facilitator at least towards the completion of the RaCPv2 document for public consultation and another round after the public consultation to look through the comments/ after finalisation of the RaCP document: <ul style="list-style-type: none"> <li>○ Ginny will only agree based on her availability (i.e. after February) and only if there will be competent Secretariat support.</li> <li>○ Commented the need to get at least 2 Secretariat staff to manage this process up to the point of the final document is produced.</li> </ul> </li> </ul>	BHCV to agree and work with Secretariat to arrange for the side meetings (refer to subgroup composition table)
4	<p><b><u>RSPO P&amp;C Review</u></b></p> <ul style="list-style-type: none"> <li>● Few indicators were selected for discussion and some comments were highlighted: <ul style="list-style-type: none"> <li>○ On indicator 7.4.2, differing view on choosing either option 1 or 2.</li> <li>○ On indicator 7.6.2, it is strange to have the paragraph that instructs someone to revise the BMP and this needs to be taken out.</li> <li>○ On indicator 7.11.2, to add ‘temporary exempted’ instead of only exempted to the procedural note for smallholder</li> <li>○ On indicator 7.11.3, to still refer to Annex5 of P&amp;C 2018 for the period where RaCP has yet to be a requirement and</li> </ul> </li> </ul>	BHCV members to individually provide feedback (refer to action point table, item 2)

	<p>transition period if this indicator cannot capture/ fit all information from Annex 5.</p> <ul style="list-style-type: none"> <li>Proposed that BHCVWG members prepare their inputs individually. This is due to the deadline on the consultation period for the P&amp;C and the fact that the current BHCVWG meeting has no quorum.</li> </ul>	
5	<p><b><u>BHCVWG Strategic Plan</u></b></p> <ul style="list-style-type: none"> <li>Propose the Secretariat to review the baselines related to biodiversity and HCV policies and implementation by RSPO members prior to developing a strategy. BHCVWG could discuss with the Impacts team to obtain the following information: <ul style="list-style-type: none"> <li>What are the impacts?</li> <li>What are the current information being collected and how it is being used?</li> <li>What are the challenges in securing the HCV-HCS areas?</li> </ul> </li> <li>Proposed to have a RSPO Scientific Symposium in Q3/Q4 2023: <ul style="list-style-type: none"> <li>Purpose is to provide a platform for scientific information that is currently being collected to be presented on the impacts of RSPO. There is the SEARRP implemented Sensor project and other growers that may have collaborated with various scientists, focusing on biodiversity and HCV.</li> <li>For scheduling purposes, September of 2023 may be a good opportunity.</li> <li>A subgroup consisting of Co-chairs, Eleanor and Mahendra was proposed to develop the program together with the Impact team.</li> </ul> </li> </ul>	BHCV to decide and work with Impact team (refer to action point table, item 3)
6	<p><b><u>Any other business (AOB)</u></b></p> <ul style="list-style-type: none"> <li>Sought clarification of the position of SEARP in the BHCV meeting. It was clarified that they are not a member of RSPO and therefore is only an invited experts and have no part indecision making similar to HCVN.</li> <li>Requested Secretariat to circulate the updated list of members of the BHCVWG and the CTF, listed by substantive and alternate members.</li> <li>Requested the list of BHCVWG members on the website be revised to reflect the correct members.</li> </ul>	Secretariat to update the member list
7	<b><u>End of meeting</u></b>	

Action point table:

No.	Description	Document reference	Action points
		Words in <i>Italics</i> are text added into document.	
1.	Timeline for the draft 0 of RaCP v2 to be endorsed	Timeline to be amended. There is an attached timeline on the required follow-ups on targeted consultation with specific groups. (Sheet: CTF follow-up)	<b>The co-chairs and Secretariat will need to follow-up on scheduling the consultation processes.</b>
2.	RSPO P&C review	Discussion was held on points 7.4.2, 7.11.3, 7.11.3, and smallholders. While much were discussed but due to the deadline on the consultation period for the P&C, it was advised that the BHCVWG members to prepare their inputs individually. This is also due to the fact that the current BHCVWG meeting has no quorum.	<b>Items pertaining to the BHCVWG were highlighted during this meeting for inputs to be provided individually by the BHCVWG members due to the time factor and the lack of quorum.</b>
3.	BHCVWG strategy	a) Prior to developing a strategy, there is a need for the Secretariat to review the baselines related to biodiversity and HCV policies and implementation by RSPO members. What are the impacts. the BHCVWG could discuss with the Impacts team and the Impacts head. -Specifically on what are the current information being collected and how it is being used; and -What are the challenges in securing the HCV-HCS areas	<b>Secretariat to work with BHCVWG members to craft out what information is needed to be collected, what is out there and suggest ways to move forward</b>
		b) There are plans for a RSPO Scientific Symposium for 2023. It would be a good opportunity to provide a platform for scientific information that is currently being collected to be presented on the impacts of RSPO. For scheduling purposes, September of 2023 may be a good opportunity. There is the SEARRP implemented Sensor project and other growers that may have collaborated with various scientists, focusing on biodiversity and HCV.	<b>Secretariat to work with BHCVWG members to secure resources and scheduling for this event.</b>
4.	AOB	a) A request is made for the Secretariat to circulate the updated list of members of the BHCVWG and the CTF, listed by substantive and alternate members. The list of BHCVWG members on the website should be revised to reflect the correct members.	<b>Secretariat to follow-up.</b>

## Subgroup composition table:

No.	Organisation to be consulted	CTF members	Matters to be discussed
1.	GEC/ Faizal Parish; KLK/ Jason Foong (both from the now defunct PLWG)	BMA/ Sian Choo; GAR/ Ambang; WWF/ Jason Hon	a) Discussion on peat remediation table (Section 8.2.2). b) Clarify the timelines and recommendation actions at the peat remediation table and to propose changes or adoption of the table into the RaCP section c) Present findings at the next CTF meeting
2.	HCSA Secretariat/ Adrian and Daneetha	Hutan/ Harji; SD/ Swee Yin; WWF	a) Technical engagement and follow-up with HCSA Secretariat to obtain inputs on the RaCP from HCSA's view point. <b>b) May need to coordinate with the larger MoU discussions between RSPO and HCSA on the level of engagement on this document.</b>
3.	HCVN/ SEARRP - Ruth & Jen	ZSL/Ellie; Bumitama/ Sian Choo (1 hr); Wilmar	a) Provide specific session with HCVN & SEARRP to obtain feedback with regard to improving implementation, strengthening the science on thresholds.
4.	FPP - Marcus/ Patrick; Lanesh (BCI); HCSA - Daneetha; FORTASBI - Uki	Musim Mass/ Olivier; Wilmar; SIPEF/ Sander, FFI	a) Discussion on Social Self-Assessment Matrix (SAM), Section 8.1.3 and 8.3 in the RaCP version 2, taking into consideration the Social requirements document developed under the HCSA.
5.	FORTASBI - Uki; WA - Reza; SOLIDARIDAD - Marieke	ZSL/Ellie; Planting Naturals/ Kalindi; Musim Mas	a) The current smallholders RaCP are only guiding principles; b) Currently the reprieve document is in place for the scheme smallholders; c) To discuss formalising a proposal for handling of the smallholder liabilities;
6.	AGROPALMA/ OLAM/ WILMAR AFRICA/ AGRO AMERICA/ ROW/ SIPEF/ NBPOL/ *RAN (engagement at later stage)	Wilmar Africa; SIPEF; NBPOL; Harji	a) Discussion with growers from the rest of the world, specifically related to the RaCP and obtaining their feedback on the version 2 of the RaCP.