

MINUTES OF MEETING
RSPO BHCVWG hybrid meeting at the VE Hotel & Residence (25 July 2023)

Attendance:

<p><u>Members and Alternates</u></p> <ol style="list-style-type: none"> 1. Harjinder Kler (HUTAN) 2. Lee Swee Yin (SDP) 3. Ambang Wijaya (GAR) 4. Eleanor Spencer (ZSL) 5. Ahmad Furqon (WWF) 6. Cahyo Nugroho (FFI) 7. Lanash Thanda (BCI) 8. Dayang Norwana (BCI) 9. Sander Van den Ende (SIPEF) 10. Olivier Tichit (Musim Mas) 11. Michelle Desilets (OLT) 12. Mahendra Primajati (FFI) 13. Patrick Anderson (FPP) <p><u>Absent with apologies</u></p> <ol style="list-style-type: none"> 1. Lim Sian Choo (Bumitama) 2. Benjamin Loh (WWF) 3. Arnina Hussin (SDP) 4. Quentin Meunier (OLAM) 5. Anne Rosenbarger (WRI) 6. Bukti Bagja (WRI) 7. Chin Sing Yun (Wilmar) 8. Syahrial Anhar (Wilmar) 9. Sally Chen Sieng Yin (SEPA) 10. David Wong Su Yung (SEPA) 11. Vivi Anita (Musim Mas) 12. Ahmand Yudana (GAR) 13. Martin Mach (Bumitama) 14. Marcus Colchester (FPP) 	<p><u>RSPO Secretariat</u></p> <ol style="list-style-type: none"> 1. Lee Jin Min 2. Kaw Kar Mun 3. Cheryl Ong 4. Wan Muqtadir 5. Mohd Zaidee 6. Farkhani Noor 7. Freda Manan 8. Muhamad Iqbal 9. Kasih Putri <p><u>Facilitator</u></p> <ol style="list-style-type: none"> 1. Ginny Ng <p><u>Invited Guest</u></p> <ol style="list-style-type: none"> 1. Ruth Silva (HCVN) 2. Daneetha Muniandy (HCSA) 3. Adrian Choo (HCSA) 4. Glen Reynolds (SEARRP) 5. Jennifer Lucey (SEARRP)
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Meeting Agenda:

Agenda	PIC
1. Opening and welcoming remarks, including BHCVWG composition and nomination	Co-chairs
2. Presentation by RSPO Impacts team	Impacts
3. Review and confirmation of previous minutes of meeting	Facilitator
4. Endorsement on RaCP v2 for public consultation and timeline	Facilitator
5. Update on reprieve documents for scheme smallholder	Facilitator

6. Update from Integrity Unit on RaCP and undisclosed land clearing of HCV areas	Integrity
7. AOB	Co-chairs
8. End of meeting	Co-chairs

No.	Details	Action
1.	<p><u>Opening and welcoming remarks</u></p> <p>a. All members were greeted and welcomed to attend the hybrid meeting of the BHCVWG.</p> <p>b. The RSPO Secretariat presented the RSPO antitrust policy statement, consensus-based decision-making in the BHCVWG session and members to declare any conflict of interest, if any.</p> <ul style="list-style-type: none"> - The facilitator declared her conflict of interest. <p>c. The co-chairs welcomed 2 new members to the BHCVWG:</p> <ul style="list-style-type: none"> - Lanash Thanda (BCI) - Dayang Norwana (BCI) <p>d. The co-chairs announced that there was a vacant seat for the processors and traders to be filled.</p> <p>e. Also, there was a vacancy for a grower from the Latin America region.</p>	
2.	<p><u>Presentation by RSPO Impacts team</u></p> <p>a. The Manager of Research and Knowledge Management from the RSPO Impacts team, Cheryl Ong was invited to present the updates regarding the RSPO-Monash Joint Symposium 2023.</p> <p>b. Before that, Cheryl Ong updated that the Terms of Reference (ToR) for the HCV-HCS Management and Monitoring project would be shared with the BHCVWG soon. It was still a work in progress.</p> <p>c. Following were the updates from the RSPO-Monash Joint Symposium:</p> <ul style="list-style-type: none"> - The symposium website was up and ready for registration. - The overall theme: “The Future of Palm Oil is Sustainable”. - The date of the symposium: 25 to 26 September 2023. - The location of the symposium: Monash University, Sunway Campus, Malaysia. - The agenda for Day 1 of the symposium focused on RSPO related research. While Day 2 focused on Monash palm oil research areas. - Audience: researchers from the palm oil industry and the Secretariat hoped to reach out to RSPO members to participate in this symposium. - Goal of the symposium: to create an effective two-way communication whereby ensuring that the RSPO provides the direction and the reality on the ground to researchers, while for researchers to share their research findings back to the palm oil industry. 	Working with Biodiversity unit.

	<p>d. After the symposium, there would be a research workshop on 27 September 2023 at Monash University for invited guests/researchers. The session would serve as an engagement platform to allow conversation between RSPO and academicians on forming research questions based on the RSPO Theory of Change.</p> <p>e. A request was raised to the BHCVWG to recommend or suggest speakers from the BHCVWG members or relevant acquaintances who would have the experience to speak on the topic 'Conserving High Conservation Value Areas in Oil Palm Landscapes: Challenges, Approaches, and Lessons Learned'.</p> <ul style="list-style-type: none"> - The format of the session would be a 10-minute presentation from each speaker on their research findings of HCV, followed by discussions among the speakers on the challenges, workable approaches, and lessons learned, and conclude the session with questions and answers (Q&A). 	<p>Co-chairs to revert by mid-August 2023.</p>
<p>3.</p>	<p><u>Review and confirmation of previous minutes of meeting</u></p> <p>a. The RSPO Secretariat presented the previous BHCVWG minutes of meetings on 13 April 2023.</p> <p>b. The previous minutes of the meeting were passed as it was proposed by Lee Swee Yin and seconded by Ahmad Furqon.</p>	
<p>4</p>	<p><u>Endorsement on RaCP v2 for public consultation and timeline</u></p> <p>a. This session was supposed to endorse the RaCP version 2 (v2) for the thirty (30) days of public consultation. However, the endorsement of the document could not be done because of the lack of quorum in this meeting.</p> <p>b. As such, the co-chairs sent out an email (with Google Form attached) during the meeting to ask members to respond on their availability on the proposed dates (on the week of 7 August 2023) to convene an online meeting to endorse the document for public consultation.</p> <ul style="list-style-type: none"> - The cleaned-up document based on the discussions and inputs during the CTF2 meetings would be shared with the BHCVWG members to go through on the week of 1 August 2023). - Based on the feedback from the Google Form, the agreed date for the online meeting would be 9 August 2023, 3 pm Malaysia time. <p>c. The RSPO Secretariat went through the timeline for completion of RaCP v2.</p> <ul style="list-style-type: none"> - The thirty (30) public consultation was targeted to start on 21 August 2023 and would end on 21 September 2023. - The RSPO Secretariat would address the comments received during the public consultation period and clean up the document for BHCVWG to finalise and endorse in early of October 2023. - The document would then be tabled to the Standard Standing Committee (SSC) for approval at the end of October 2023. 	<p>The Secretariat to send calendar invitation.</p>

	<ul style="list-style-type: none"> - After which, the approved document, i.e., RaCP v2 would be ready for the General Assembly (GA) 2023. d. It was identified that there would be a need to schedule a CTF2 meeting after the thirty (30) days public consultation period to have a final look through the RaCP v2 document and to have a subsequent BHCVWG meeting to endorse the document. <ul style="list-style-type: none"> - The proposed date for the hybrid meetings would be on 10 and 11 October 2023. 	
5	<p><u>Update on reprieve documents for scheme smallholder</u></p> <ul style="list-style-type: none"> a. As mentioned in the Resolution GA18-2d, the BHCVWG would be the working group to be responsible for delivering against the reprieve. b. There were two (2) studies identified for this resolution, i.e., (i) to identify what would be the procedures that would be under reprieve for scheme smallholders, and (ii) to identify the scheme smallholders who would be eligible for the reprieve globally. c. For (i), the study was done, and the document was shared with the members for comments and feedback. <ul style="list-style-type: none"> - General comment on the document was to ensure consistency throughout the whole document for clarity to the readers. - Members would be sharing their specific comments with the RSPO Secretariat. - Also, a proper discussion about the document would need to be convened once the second study (ii) is completed. d. For (ii), the Terms of Reference (ToR) was developed, and the document was shared with the members for comments and feedback. <ul style="list-style-type: none"> - It was targeted to finalise the ToR in two (2) weeks for tender. 	
6	<p><u>Update from Integrity Unit on RaCP and undisclosed land clearing of HCV areas</u></p> <ul style="list-style-type: none"> a. The session started with a round of self-introduction to introduce the Integrity team and the BHCVWG members. b. The current Head of Integrity Unit, Wan Muqtadir presented the updates on RaCP cases based on the RaCP tracker, as of June 2023. <ul style="list-style-type: none"> - Improvements could be seen from the data shared on the RaCP cases. c. The second presentation was done by Mohd Zaidee, Acting Head of the Integrity Unit, on the undisclosed land clearing in the HCV areas. <ul style="list-style-type: none"> - The following were the objectives of the presentation: <ul style="list-style-type: none"> o To seek the BHCVWG’s opinion on the threshold for HCV clearance based on prescribed scenarios. o To strengthen the verification process for undisclosed land clearing. o To discuss the next course of action for undisclosed land clearing. 	

	<ul style="list-style-type: none"> - On the diagram of the undisclosed land clearing, it only showed two countries, i.e. Indonesia and Brazil and looked at a certain time frame (January 2022 to June 2023). A question was raised whether the team only looked at these two countries within that period. <ul style="list-style-type: none"> o It was then clarified that the team acquired high-resolution satellite imagery and verified the data provided by the growers via the show cause form and leveraged on the data of ACOP submissions. They had high confidence in the data for that period for these two countries. The undisclosed land clearance was by local communities. o Integrity Unit to share the information with BHCVWG on the number of members that were involved in the undisclosed land clearing and respective hectareage. - On the problem statements of the presentation: <ul style="list-style-type: none"> o it was explained that the most common reason given by the members for the undisclosed land clearing cases was the land clearing was done by local communities. This indicated a need to improve the management and monitoring of identified HCV-HCS by the members. o Further improvements were also required to determine the following: <ul style="list-style-type: none"> ▪ How could the RSPO Secretariat strengthen the verification process, i.e., types of evidence that are deemed acceptable and methodologies to validate the information. ▪ How could the RSPO Secretariat determine the next course of action after verification, i.e., suspension, expulsion and sanction mechanisms. - The proposed next course of action in relation to the problem statements: <ul style="list-style-type: none"> o To develop a guidance for self-disclosed and undisclosed land clearing by RSPO members with the aim of promoting transparency and sustainable practices. The guidance could include the following: <ul style="list-style-type: none"> ▪ Threshold for HCV clearance that necessitates the RSPO Secretariat's action, ▪ Risk assessment, ▪ Management plan, ▪ Case or event that could be forwarded to the Complaints Panel, ▪ Sanction mechanism. <p>d. Feedback from the members based on the second presentation:</p> <ul style="list-style-type: none"> - On the task regarding the mechanism for undisclosed land clearing, it was shared that the self-disclosure of corporate land clearing would be addressed in the RaCP v2. There would be criteria to fulfil to be eligible as exceptional cases which would not be channelled to the Complaints Panel. 	<p>The Secretariat to follow up with Integrity Unit.</p>
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	<ul style="list-style-type: none"> - However, it should be noted that the above would not be applicable for non-corporate land clearing by the local communities, only applied to corporate land clearing. - As for the issue of non-corporate land clearing by the local communities, it was identified at the BHCVWG that it would need to have a specific discussion because it related to the HCV Management and Monitoring, which was brought up in the previous BHCVWG meeting. - It was commented that HCSA included guidance on engaging with communities on assessing and managing HCV and HCS areas and on benefit sharing with local communities. These steps led to less clearance of HCV-HCSA by local communities. - It was suggested perhaps be useful to have a workshop for BHCVWG members and RSPO staff on the HCSA requirements and guidance on working with communities on HCV/HCSA assessments, planning, and management, including incentives and benefit sharing. <ul style="list-style-type: none"> o In some cases, this could be helpful to the certified concessions, but this might not be the case for the uncertified ones. - It was commented that the basis of FPIC was to understand the communities surrounding the Unit of Certification. For nomadic communities, it would be important to learn about them during the process of conducting FPIC to draw up mechanisms to manage situations regarding their rights. - Integrity Unit to share the internal procedures and documentation (i.e., show cause form) when undisclosed land clearing is detected with the BHCVWG for comments and consideration. <ul style="list-style-type: none"> o Due to the lack of quorum in this meeting, the BHCVWG will decide in the next meeting. - It was asked if the Integrity Unit would be of interest to be involved in the Protection Working Group of HCSA (matters related to ICLUP – refer Item 7a). <ul style="list-style-type: none"> o Integrity Unit suggested that the BHCVWG could communicate with them through email on this matter as they would need to discuss further internally before any decision is made. After which, they would follow up with a decision. - During the thirty (30) days public consultation period of the RaCP v2, it was planned that the facilitator to conduct a session with the RSPO Secretariat internally to get the feedback. <p>e. Integrity Unit was asked what the interim measure is while the work for Resolution GA18-2d (reprieve for scheme smallholders) is still ongoing. The integrity unit clarified that the scheme smallholders would only need to submit the LUCA for the RaCP process as the interim measure.</p>	Integrity Unit
7	<u>Any Other Business (AOB)</u>	

Date	9 August 2023	Title	BHCV meeting to endorse RaCP v2
Time	1500 hours (MYT)	Venue	Online
Org	Attendees	Org	Attendees
WRI	Anne Rosenbarger	BM	Lim Sian Choo
MM	Olivier Tichit	Wilmar	Chin Sing Yun
HUTAN	Harjinder Kler	SD	Lee Swee Yin
FFI	Cahyo Nugroho	FFI	Mahendra Primajati
BCI	Lanash Thanda	BCI	Dayang Norwana
GAR	Ambang Wijaya	HCSA	Daneetha Muniandy
SEARRP	Glen Reynolds	Facilitator	Ginny Ng
Secretariat	Lee Jin Min	Secretariat	Akmal Razali
Secretariat	Javin Tan		

Description	Follow up actions
1. Introduction	
<ul style="list-style-type: none"> The facilitator explained the reason for the meeting, which was initially to endorse the RaCP v2 document for public consultation. However, due to the recently concluded P&C 2023 TF 4 meeting last week, there were some implications from the meeting that will affect the current revision of RaCP. Hence, this meeting is to discuss the implications and the way forward. 	
2. Update from P&C TF on HCSA	
<ul style="list-style-type: none"> Akmal has presented the results from the P&C 2023 TF 4 meeting regarding the HCSA. In the P&C 2023, there might not be a reference to HCSA as an organisation and the HCSA toolkit in the standard but conserving HCS forest is still in the standard. The only reference made to HCSA is only found in the document entitled 'The Interpretation of Indicators 7.12.2 and Annex 5'. The eventual outcome of the discussion will only be known after the SG deliberation on it. 	
3. Revision of RaCP version 2 endorsement timeline	
<ul style="list-style-type: none"> Therefore, the timeline of approval and adoption of RaCP v2 has been revised. It was agreed that the scheduled public consultation on 21 August 2023 and subsequent endorsement meeting for the RaCP v2 document on 10 & 11 October are put on hold till next year. This is to cater for the adoption of P&C 2023 at the end of the year and include any new and relevant requirements into the RaCP v2. 	
<ul style="list-style-type: none"> Jin Min presented the updates on the RaCP v2 document. The sections where HCSA elements are mentioned in the RaCP v2 will be put on hold and revisited next year. 	
<ul style="list-style-type: none"> Additionally, some sections on scheme smallholders will also be on hold, pending the study on the eligibility of scheme smallholders for the reprieve. Sections that have been improved and can proceed with endorsement were raised, but it was decided to best put it on hold until next year to be revisited with the other sections. 	
<ul style="list-style-type: none"> On the draft ToR on the study on the eligibility of scheme smallholders for the reprieve, there were no further comments raised during the meeting. 	Secretariat to finalise the ToR and proceed with the tender process

Description	Follow up actions
<ul style="list-style-type: none"> It was agreed that CTF2 and BHCVWG meetings to reconvene next year, with a proposed date of either on the 1st and 2nd February 2024 or the 5th and 6th February 2024. The purpose of this is to revisit the RaCP v2 and to incorporate the changes from the decision related to the P&C 2023 and the result from the study for the scheme smallholders. 	<p>Doodle poll will be sent out by the Secretariat nearer to the dates for confirmation</p>
<ul style="list-style-type: none"> On the need to have a BHCVWG meeting during the RT period in Jakarta, the members have assigned the Co-chairs to consider the need to have the meeting in Jakarta and inform the members accordingly. 	<p>Co-chairs have decided to have a half-day physical meeting in the afternoon of 17 November 2023. Tentatively 2 to 6 pm.</p>