

Land Use / Cover Change Analysis (LUCC) Reporting Checklist

For every management unit that has had clearing without prior HCV assessment, a LUCC analysis must be submitted for the entire management unit. Annex 2 of the Remediation and Compensation Procedures document provides some additional general information on LUCC analysis and remote sensing. LUCC analyses submitted to the RSPO Secretariat will be reviewed by an independent third party expert. The completed LUC reporting template (excel file) as well as the following items should be submitted for review.

- 1) Geo-referenced boundaries of management unit (e.g. HGU in Indonesia) (Esri shape file format or compatible)
- 2) Baseline land cover data from as close to November 2005 as possible:
 - a. Georeferenced satellite imagery for the entire permitted area with suitable resolution (between 1- 30 meter).
 - b. Land cover map derived from previous mentioned satellite data for entire permit area for November 2005 (as close to as possible). Map should distinguish, land cover divided into the four vegetation coefficient categories described in Section 6 and further described in Annex 2 of the Remediation and Compensation Procedures document (Esri shape file format or compatible). For management units located outside of SE Asia, alternate coefficient definition may be used (descriptions and justification for the alternative definition should also be submitted).
 - c. Description of :
 - i. **Data.** Satellite data (resolution, acquisition date, cloud cover, and processing level) and other data used in determining land cover;
 - ii. **Methodology** of processing of the satellite imagery, including how it was classified into the four vegetation coefficients and any relevant site-specific details (e.g., additional supporting documents or field verification used to determine differences between land cover categories)
- 3) Subsequent land cover data, from 2006 - end of period of liability. There are two options for the dates of land cover submitted: 1) **annual** land cover data, or 2) land cover at end of each of the time frames described in the liability matrix in Section 7 of the draft document (November 2007, Dec, 31 2009, present), or as close as possible to these dates.

- a. Georeferenced satellite imagery for the entire permitted area for each year/time frame during the period of liability with suitable and comparable to previous time period resolution (between 1- 30 meter)
 - b. Land cover map for each year/time frame divided into four vegetation coefficient categories described in Section 6 of the draft guidance document derived from previous mention satellite data. (Esri shape file format or compatible). For management units located outside of SE Asia, alternative coefficient definitions may be used (descriptions and justification for the alternative categories should also be submitted).
- 4) Map indicating areas of clearance since 2005 where planting of oil palm is prohibited by the P&Cs (e.g. riparian zones, deep peat, steep slopes, areas prohibited by country-specific legislation) for potential remediation.
 - 5) Additional contextualizing information used in LUCC analysis, such as field verification results, historic EIA/HCV assessments, community reports related to historic land use, etc.
 - 6) Company development plan per year for each management unit.