

## Minutes of Meeting 8<sup>th</sup> Smallholder Working Group (SHWG) Meeting

**Date:** 4<sup>th</sup> - 6<sup>th</sup> August 2015

**Time:** 09.00 am – 05.00 pm (4<sup>th</sup> & 5<sup>th</sup> August)

**Venue:** Function 2, Pullman Kuala Lumpur Hotel, Kuala Lumpur, MALAYSIA

No	Name	Initial		SHWG	Organisation
1	Dr. Petra Meekers	PM	Grower (ID)	Member/Co-Chair	PT Musim Mas
2	Marieke Leegwater	ML	Social NGO	Member/Co-Chair	Solidaridad
3	K. Ilangovan	ILANG	Grower (MY)	Member	FELDA Malaysia
4	Syarifah Nur Afni	SNA	Grower (MY)	Member	FGVRD
5	Margaretha Nurunnisa	MAR	Env NGO	Member	WWF Indonesia
6	Christina Wong	CW	Grower (RoW)	Member	New Britain Palm Oil Ltd
7	Jefri G. Saragih	JS	SocialNGO	Member	Sawit Watch
8	Foo Siew Theng	FST	Processors & Traders	Member	WILMAR
9	Lee Kuan Chun	LKC	CGM	Member	P&G
10	Suffian Muhili	SM	CGM	Member	P&G
11	Mansuetus Alsy Hanu	DRT	Smallholders	Member	SPKS Indonesia
12	Ruqaiyah Rofiq	RR	Social NGO	Member	Yayasan Setara Jambi
13	Thitinai Pongpiriyakit	TP	Smallholders	Member	Thailand
14	Triyanto Fitriyardi	TF	Bank	Member	IFC
15	Sheila Senathirajah	SS	Smallholders	Member	WAGS
16	Kai Xiang	KX	Smallholders	Member	WAGS
17	Bob Norman	BOB		Expert	GreenPalm
18	Bilge Daldeniz	BIL		Consultant	Proforest
19	Surin Sukswan	SuS		Consultant	Proforest
20	Jayashree	JY		Consultant	Proforest
21	Julia Majail	JMA	Secretariat		RSPO Secretariat
22	Imam A. El Marzuq	IMM	Secretariat		RSPO-RILO Office
23	Tn.Hj. Salahuddin Yaacob	SY	Secretariat		RSPO Secretariat

### No Discussion Notes

- 1 **Welcome and Introduction**  
PM started off the meeting by explaining some issues and activities with regards to the smallholders; and also touching on her position within the SHWG with regards to the recent development (PM is now with Musim Mas), she continued to explain about the meeting agenda.  
ML gone through agenda for the upcoming 3 days, including the plan to have external meetings with CTF and BHCV.
- 2 **SH Document: Revision of Public Consultation comments and elaboration of next draft (Facilitated by Proforest)**
  - Proforest facilitated the discussion of the document in 2-full days on 4<sup>th</sup> & 5<sup>th</sup> August 2015 and wrapped up the discussion on 5<sup>th</sup> August 2015 (4:00pm – 5:00pm). The discussion was arranged as follow:
    - Comments from 2<sup>nd</sup> Public Consultation & Proforest Technical Review (Plenary)
    - Break-out Session 1
    - Break-out Session 2
    - Presentation on Break-out session outcomes (Plenary)
    - Wrap up and next step
  - It was agreed that Secretariat will work on additional text to clarify the grass period of the document, in particular for the current smallholder certificates, following ISEAL best practices
  - SHWG plenary has gone through the whole document with incorporated all comments received from 2<sup>nd</sup>

round Public Consultation, and also inputs obtained during the breakout session, decision as follows :

- Certification System Insert - **approved**
- Section 1 - **approved**
- Section 2 - **approved**
- Section 3 - **to be followed up further**
- Principle 1 to 8 - **to be followed up further**

### 3 **Confirmation previous Minutes of Meeting**

Highlights:

- P&G (Retailers), SPKS (Smallholders Indonesia), WildAsia (Smallholders Malaysia) have been confirmed as members of SHWG
- Candidate for Environmental NGO seat will need to be followed up with respective parties

**Action Points :**

1. To sit with Fransisco Naranjo during RT13 in Bangkok to discuss further on the structure of WG for Latin America (**Action : SHWG Co-chairs**)
2. To follow up to speak with RAN and AidEnvironment with regards to the Environmental NGO seat (**Action : PM**)

### 4 **Announcement re-election of SHWG Co-Leaders**

Highlights:

- The SHWG call for nomination for Co-chairs, current Co-chair are expressing possibility for re-election
- The re-election of Co-chairs will be commence in the next SHWG Meeting in November 2015
- The period of nomination will be open up to 16 October 2015

**Action Points :**

1. Secretariat to prepare the list of active SHWG members as the potential candidates, and circulate the announcement of re election via email (**Action : JM/IM**)

### 5 **Update from Board of Governors (BoG) meeting**

Highlights:

- SY briefed the members on some decision made at the recent BoG Meeting
  - i. BoG has decided on some amendment of Communication & Claims document, to mitigate possibility of negative campaign against palm oil industry from members
  - ii. New face from FELDA as SH rep in BoG will come on board soon
  - iii. RSPO NEXT targeted to be endorsed in November 2015, and will be fully operational in January 2016
  - iv. BoG has approved the Re-Organisation of RSPO Secretariat (by end of 2016, in total will be having up to 90 staff all over the world)
  - v. Small Taskforce has been established to tackle the issue of Resolution 6G, with regards to the Transparency of Concession Boundary
  - vi. BoG has requested SHWG to set a strategy on how can smallholders comply with the requirements of providing concession boundary data
  - vii. BoG has agreed to establish DSF Trust Fund
  - viii. BoG has agreed to established Special Project Fund
  - ix. New document of HCV Compensation has been produced, most of companies have submitted HCV disclosure
  - x. RT13 will be held in Bangkok, 17 – 19 November 2015
  - xi. Jurisdictional Approach, so far there are 2 provincial that have made public announcement to go for this mechanism (Sabah and Central Kalimantan), if the project go through as it planned will increasing the volume of CSPO production
  - xii. Complete information is available in the **Minutes of Board of Governors Meeting** attached as annex of this document

**Decision:**

1. Once the Smallholder document is done, SHWG will initiate a communication with the Board on bringing back Sustainability discussion to the table
2. SHWG emphasised the importance to have the voice of smallholders loud and heard in the board through the representative of Smallholder.

**Action Points :**

1. Once the new person is on board, Secretariat will brief the new representative from FELDA on the smallholders related issues **(PIC : SY/JM)**
2. Secretariat to inform the SHWG members when Public Consultation of RSPO NEXT is ON **(PIC : JM)**
3. SHWG will appoint representative to be involved in the taskforce for RSPO NEXT discussion **(PIC : Co-chairs)**
4. Secretariat to write to SHWG Co-chairs on the request of BoG (background information) for better understanding on the Resolution 6G **(PIC : JM)**
5. Secretariat to sit with Impact team on the detail requirements of concession boundary data, in particular related to smallholders context **(PIC : JM/IM)**
6. Secretariat to circulate the NPP Update document and also other relevant document up for Public Consultation to the SHWG members **(PIC : JM)**

**6 Updates from other Taskforce:**

**Highlights:**

- An update is available in the paper of **Updates from other WG/Taskforce** attached as annex of this document
- Key significant proposal of NPP Update draft :
  - a. No more on going planting submission, all will be considered as new planting
  - b. Certification Body (CB) must do both desk and field verification
  - c. CB will be the one who submit the NPP notification to RSPO
  - d. CB verification statement will only valid for 30 days, from the date of submission
  - e. Assesment report produced under NPP must not be older than 5 years time

**Decision:**

1. Agreed members from SHWG to sit in the subgroup (taskforce) for collaboration with ERWG are:
  - a. NBPOL (Grower)
  - b. P&G (CGM)
  - c. Thitinai (Thailand Smallholder)
  - d. WildAsia (Malaysia Smallholder)
  - e. WWF Indonesia (Environmental NGO)
2. Members will individually provide comment to the NPP draft, and Secretariat (JM) will compile all comments

Within the RSPO T & T a subgroup is set up to review the RSPO GreenPalm/Credit trade system. Marieke Leegwater has signed up to participate to represent SH interests on behalf of Solidaridad. She will also try to act as a linking pin between this WG and the RSPO SHWG. It would be good to have some more representatives of this group in the subgroup to ensure the input from SH perspective is broad and balanced. Uki indicates she is interested to participate. Sharifah will nominate someone of Felda and give a name to Marieke for her to inform the secretariat of the subgroup.

**7 Updates on RSSF**

- Complete information is available in the paper of **RSPO Smallholders Support Fund (RSSF)** attached as annex of this document
- With regards to the plan of having a program working on Increasing Yield and Create Benefits for SH , the Secretariat will call for nomination to certified SH groups to participate in
- Smallholder Training Academy will be established to provide relevant knowledge and access for smallholders (Africa, LatAm, SE Asia, RoW) , the TOR for Consultant will be up for public by end of August 2015

## 8 **Smallholders Progress Updates**

- Smallholder updates was provided on :
  - New Planting Procedure
  - Compensation and Remediation
  - Simplified HCV
  - Green House Gas
  - Update from Indonesia
  - Update from Thailand
  - Update from Latin America
- Complete information is available in the paper of **Smallholders Progress Update** attached as annex of this document

### **Action Points :**

1. Secretariat to discuss the issue of unsold certified PK where mills only able to buy the CSPO, to T&T Steering Committee and/or during the development of new RSPO Trading Platform. BOB and SY will prepare a diagram & guidance on the issue mentioned in the point 1 above and will be reported back to SHWG in the next meeting (**PIC : BOB & SY**)
2. On Compensation (RaCP), to conduct an analysis land cover change using Global Forest Watch platform, the area of interest for exercise will be the certified groups :
  - a. AMANAH (Indonesia) – WWF Indonesia
  - b. GAPOKTAN Tanjung Sehati / FPS - MRM (Indonesia) - SETARA
  - c. Beluran WAGs (Malaysia) – WildAsia
  - d. Kinabatangan WAGS (Malaysia) - WildAsia
  - e. 2 certified groups from Thailand (Thailand)

**(PIC : IM)** – result will be presented in the next SHWG Meeting in November 2015

## 9 **Any Other Bussines**

1. SHWG Members to take a look and provide comments on Terms of Reference for ‘Simplified EIA for Smallholders’ before or by 21<sup>st</sup> August 2015, all comments received will be compiled by Secretariat (**PIC : JM**)
2. SHWG Members to take a look and provide comments on Terms of Reference for ‘Engendering the RSPO standards for more gender equality and better performance on smallholder oil palm plantations’ before or by 21<sup>st</sup> August 2015, all comments should be send directly to Madelaine Brassier (OXFAM)
3. Next SHWG Meeting to be held on Sunday, 15 November 2015, in Bangkok – Thailand.
4. Smallholder Linking & Learning Workshop 2015, to be held on Monday, 16 November 2015, in Bangkok – Thailand.

## 10 **Closing/ Adjournment of meeting**

ML and PM thanked all participants for their attendance and active participations.

Meeting ends at 03:00pm.

## **Meeting with Compensation Taskforce (CTF), 5<sup>th</sup> August 2015, 5:00pm – Aloft Hotel**

### **No Discussion Notes**

1. It is not clear how compensation procedure works for SH (Commercial and Non Commercial clearing)
2. For associated SH the mill has to accept liability
3. Guideline for independent SH needs to be developed; Driving Committee set up composed of chairs Compensation WG (Anne Rosenbarger, Olivier Tichit, and Petra Meekers, Marieke)
4. It is foreseen that the process will take some time
5. SHWG secretariat team develops first overview of actions needed

**Meeting with Biodiversity & HCV Working Group (BHCV WG), 6<sup>th</sup> August 2015, 3:00pm – Aloft Hotel**

**No Discussion Notes**

**HCV – Simplified Guidance**

1. After the fieldtesting HCV Resource Network came to conclusion the Risk assessment approach was too complicated to do at SH level
2. A new revised version of the Guidance will be developed

**List questions to be answered:**

1. Can RSPO work out high risk/low risk?
2. Are we happy for CI tool to be used for high risk/no expansion
3. What needs to happen in areas where there is expansion but in low risk area
4. What needs to happen for SH who want to expand in high risk area
5. Already decided RSPO RSSF can pay for the assessments
6. Define ‘expansion for Independent SH’: NPP for every tree?- that cannot be workable.

**Actions:**

1. New iteration of approach no expansion/low risk– Anders
2. Find information mapping: Make available to HCV /SHARP – compensation Task Force team

**Annexes :**

- Annex 1 : Minutes of Board of Governors Meeting
- Annex 2 : Updates from other WG/Taskforce
- Annex 3 : Updates on RSPO Smallholders Support Fund (RSSF)
- Annex 4 : Smallholders Progress Update (Global – LatAm – Indonesia – Thailand)
- Annex 5 : Smallholder Workplan and Budget FY15