MINUTES OF MEETING OF RSPO
9th RSPO JWG MEETING

Date: 8th September 2020
Start time: 1100 – 1430
Venue : Virtual

Attendance :

<u>Members and Alternates</u>	<u>RSPO Secretariat</u>
1. Balu Perumal (MNS, BP) 2. Chin Kai Xiang (Bunge, CKX) 3. Glyn Davies (WWFMY, GD – Co-chair) 4. John Watts (INOBU, JW) 5. Lim Sian Choo (BAL, LSC) 6. Lee Kuan Chun (P&C, LKC) 7. Maria Amparo Alban (ACDC, MAA) 8. Michael Rice (BothEnds, MR) 9. Rauf Prasodjo (UNILEVER, RP) 10. Rob Nicholls (RN, MM) 11. Sander van den Ende (NBPOL, SE – Co-chair) <u>Absent with Apologies</u> 12. Alagendran Maniam (SDP, AM) 13. Audrey Lee Mei Fong (OLAM, ALMF) 14. Jon Hixson (YUM's Brand, JH) 15. Marcus Colchester (FPP, MC) 16. Putra Agung (RA, PA) 17. Tom Lomax (FPP, TL) 18. Wahyu Wigati (GAR, WW)	1. Dillon Sarim (DS) 2. Javin Tan (JT)

No	Description
1.0	**Opening remarks** Co-chairs welcome the JWG members to the 9th JWG meeting. The objective of the 9th JWG meeting is to finalise the CSD and endorsed it as a group to table the CSD to Standard Standing Committee and then the Board of Governors. The co-chairs informed the JWG that for any issues highlighted, they must be accompanied by proposed text to go in the final draft of the CSD. The JWG agreed.
2.0	**Review of Draft 4 of the CSD** The group went through the document by section and identified further gaps that need to be addressed:

Section	JWG decision	PIC
N/A	Glossary and Acronyms 1. Definition of upwardly delegated criteria to be included in the glossary.	N/A
1.3 (Note)	Delete bullet point 1 as it is repetitive of Section 1.3.	N/A
2.2	Figure 1 1. To insert the 'JE complaints panel' box and referenced it to Section 4.3.	Secretariat
2.5.1.1	Existing RSPO Member 1. To discuss existing RSPO members operations as JE members vs non-JE members (whether it is allowed for existing RSPO members become JE members while still retaining individual memberships) and get back to the group.	Secretariat and Co-Chairs
2.5.2	RISS in the context of JA (NEW) 1. To come up with text on how the RISS, including its Stepwise Approach is applicable in the JA context.	JW and GD
3.4	Jurisdiction-wide Monitoring 1. To include monitoring of social element in the jurisdiction-wide monitoring.	MR and MC

3.4	Jurisdiction-wide Monitoring
	   1. To include a paragraph on the auditability of the jurisdiction-wide monitoring system, including its effectiveness.
	   2. Add auditable indicator in Step 3 of Stepwise Approach, Landscape Performance Indicators.
	   3. To reference the mechanism for 'verification of alerts of potential non-compliance' with the non-compliance/ICS
		Secretariat

4.2	Element D.1 Manage internal control system (ICS) which shall include the JE's system for jurisdiction-wide monitoring as described in Section 3.4.	N/A
4.3	Element H and I combined.	N/A
5	JWG members to provide proposed text for any issues highlighted.	JWG members

| | The co-chairs requested the action points to be completed by 14th September 2020. | |

3.0	**Next steps**
	The Secretariat informed the JWG that the 17th General Assembly will take place on 11th November 2020 and there will be no submission of Resolutions allowed. Working Groups, however, are allowed to make appeals to the BoG to submit a resolution.
	Following the standard practice, upon endorsement of the CSD at the JWG level, the CSD will need to be endorsed by the SSC and BoG before it is tabled for endorsement at the General Assembly.
	The Secretariat will connect the co-chairs of the JWG and SSC for the endorsement process of the CSD at the SSC level. The JWG aims to table the CSD to the BoG on 28th September 2020. Appeals for resolution submission will be made once the CSD has been approved by the BoG.
	The meeting is adjourned.

RSPO