
RSPO CB INTERPRETATION FORUM

23-25 AUG 2023
KRABI, THAILAND



www.rspo.org



RSPO CB INTERPRETATION FORUM

Updates from Assurance Division
Head of Certification



www.rspo.org



Updates



Our Data



Upcoming activities



Our Team



RSPO P&C and ISH 2023 Standards Review



Upcoming Task for CB/Auditors



Participation in Pilot Testing



Contribution to the development of Audit Checklist



Providing comments for the positive implementation



Contribution to the development of RSPO Certification System

Pilot Testing



Malaysia

- P&C: United International Enterprise Palm Oil Mill



Indonesia

- P&C: PT. Indo Sawit Kekal
- ISH: Koperasi Serba Usaha Karya Indah



Africa

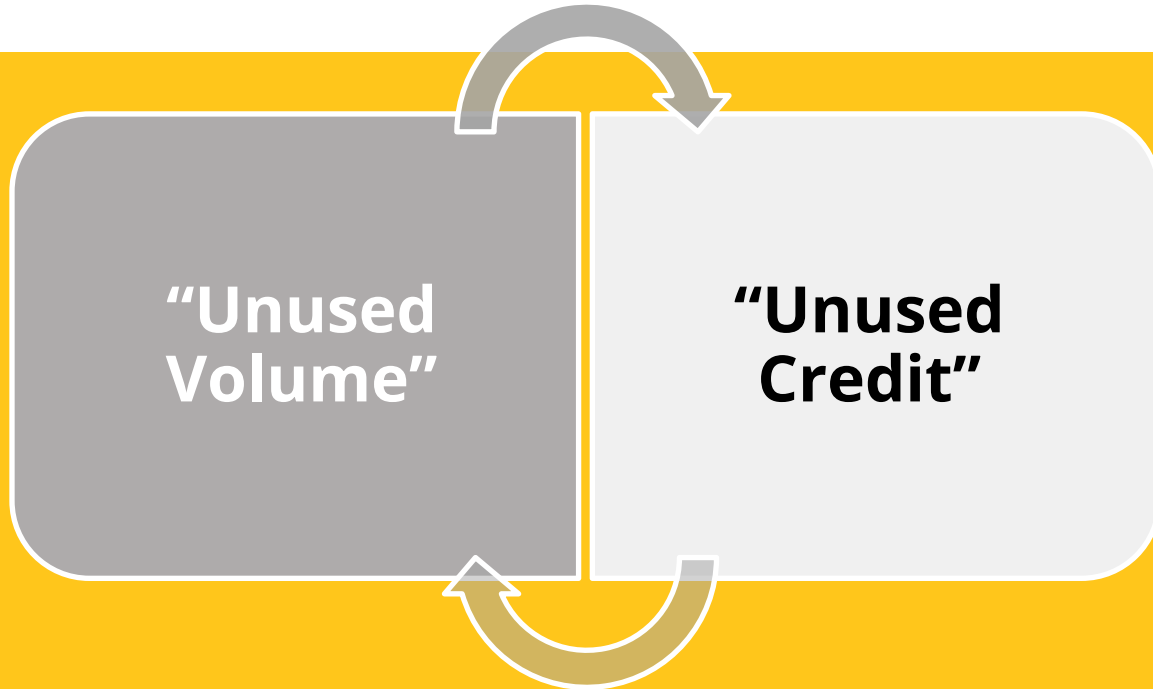
- P&C: Twifo Oil Palm Plantation (TOPP)
- ISH: Ngoyaïgbaayegie Farmer Based Organisation



Latin America

- P&C: Extractora Aceites y Grasas del Catatumbo S.A.S
- ISH: Union Temporal Entrepalmeros

Mass Balance interpretation 'unused volume'





Mass Balance interpretation 'unused volume'

Requirement C.4.2 (c) - Interim Interpretation

Where a fixed inventory period is in operation, unused volume can be carried over and recorded in the material accounting system for the following inventory period.



Mass Balance interpretation 'unused volume'

Requirement C.4.2 (c) - RSPO SCC Standard 2020

The interim measure is that the interpretation of unused volume as "unused credits" remains unchanged until the review of the SCCS is completed and endorsed.



Mass Balance interpretation 'unused volume'

Moving Forward

1. Discussion with SSC on 33rd Meeting (15th Apr 2023)
2. Email blast to RPSO Members has been send (9th Aug 2023)
3. The MB Table should not be referred to the Physical Stock availability in the UoC.
4. Non-conformity
5. Review in the next RSPO SCC Standard Review

Factsheet on 1 to 1 Conversion Rules



RSPO
Responsible for Sustainable Palm Oil

The RSPO is an international non-profit organisation formed in 2004 with the objective to promote the growth and use of sustainable oil palm products through credible global standards and engagement of stakeholders.

Factsheet on 1 to 1 CONVERSION RULES



Photo Credit: RSPO/PI.BGA

INTRODUCTION

To compensate for the imbalance in supply and demand for RSPO Certified sustainable products in the global market, the 1 to 1 Conversion Rules have been introduced in the RSPO Supply Chain Certification (SCC) Standard since the 2011 version. This requirement is still maintained in the current version of the [RSPO SCC Standard 2020](#), Clause C.5.3, which states:

"Sites can purchase a certain volume or weight of Identity Preserved (IP) or Segregated (SG) RSPO certified palm oil and palm kernel products and use it to match the sales of equal volumes of oil palm product derivatives that then carry a Mass Balance claim without requiring a physical or chemical link between the acquired Identity Preserved or Segregated product and the derivative that is sold under Mass Balance (see Figure 1). The conversion from Identity Preserved or Segregated products to Mass Balance is allowed upwards, sideways, and downwards in the same product tree."

1. Consulted with RSPO SCT-WG and MDSC
2. Published on RSPO Website in July 2023
3. Addressing shortage of CSPKO based feedstock shortage in the downstream market
4. IP/SG to MB
5. Imposed Risk* to the assurance (*the source are coming from conventional)

Figure 2.a. Palm Kernel Oil Yield (Normal)

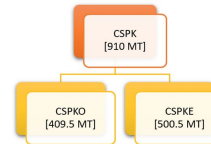
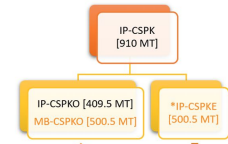


Figure 2.b. Conversion 1 to 1 (Sideways)



*Conversion 1 to 1 IP-CSPKE to MB-CSPKO

*Note: this conversion can also be done with SG-CSPKE.

Figure 3.a. Palm Kernel Oil Yield (Normal)

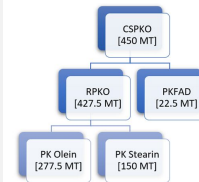
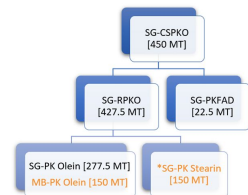


Figure 3.b. Conversion 1 to 1 (Sideways)



*Conversion 1 to 1 SG-PK Stearin to MB-PK Olein

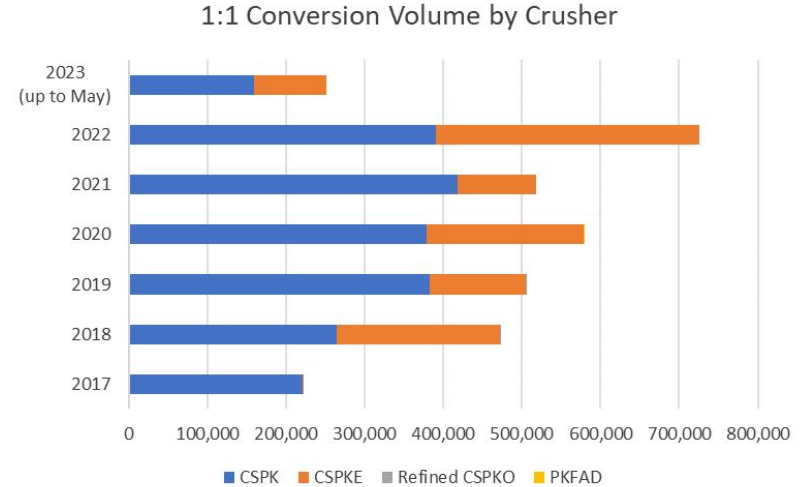
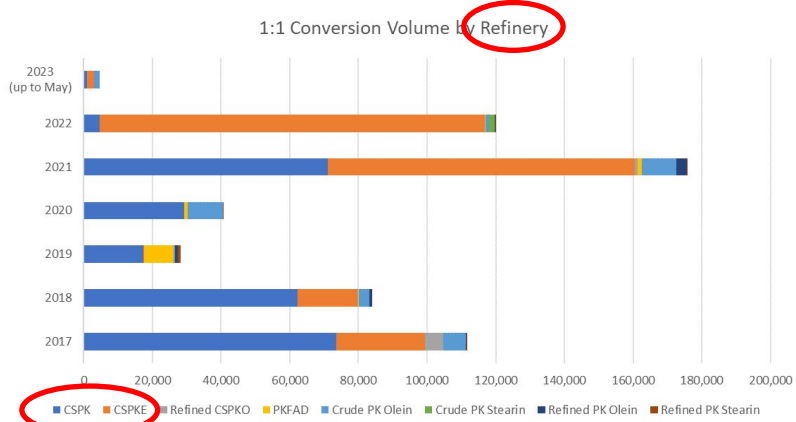
*Note: this conversion can also be done with IP-PK Stearin.

Volumes converted using 1 to 1 Conversion Rules to CSPKO!

Years	CSPK	CSPKE	Refined CSPKO	PKFAD	Crude PK Olein	Crude PK Stearin	Refined PK Olein	Refined PK Stearin
2017	295,189	25,793	5,394		6,589	13	99	27
2018	326,629	224,635	528	353	2,922		955	
2019	400,512	122,565	674	8,576	321		783	950
2020	408,217	200,046		1,168	10,378			46
2021	489,416	189,692	917	1,120	10,088		3,018	18
2022	395,075	447,706	67	151	1,117	1,650	28	190
2023 (up to May)	160,469	94,509			1,590			
Total	2,475,508	1,304,945	7,579	11,368	33,004	1,663	4,883	1,231



Volumes converted using 1 to 1 Conversion Rules to CSPKO!





Updates



Our Data



Upcoming activities



Our Team



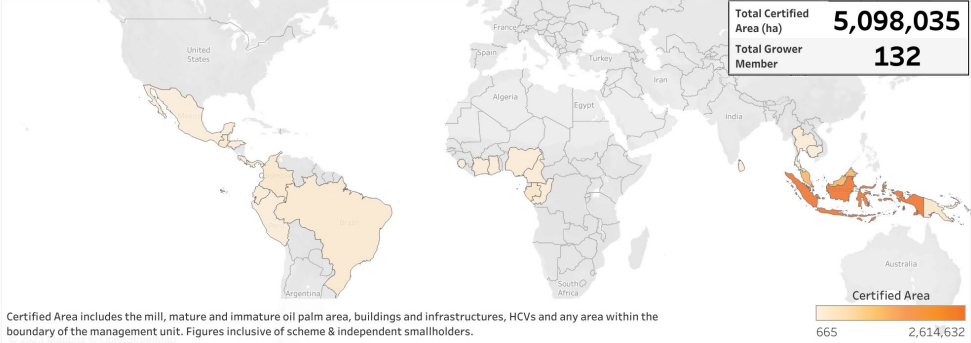
Certification Data (as of July 2023)



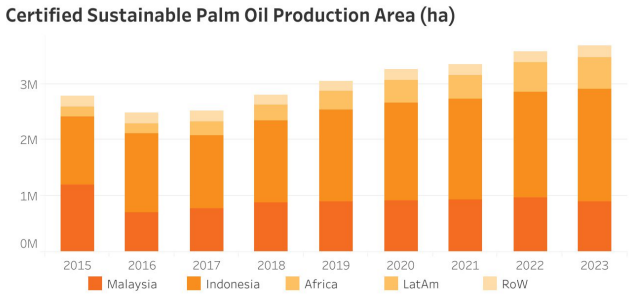
RSPO in Numbers

Data presented below is as of 7/31/2023, unless stated otherwise

P&C Certification Figures by Countries



Certified Palm Oil Mills	Certified Grower
509	97
Units/Mills	Members
Companies with Supply Chain Certificates	Facilities with Supply Chain Certificates
3,912	6,683
Companies	Facilities/Mills





Certification Data (as of July 2023)

RSPO in Numbers

Data presented below is as of 7/31/2023, unless stated otherwise

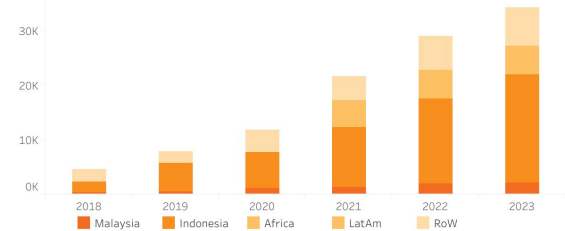
Number of Independent Smallholders by Countries

Please select:
Independent Smallholders



Number of Independent Smallholders	No. of Certified Independent Smallholder Groups
34,186	88
Independent Smallholders Certified Area (ha)	Independent Smallholders Production Area (ha)
99,487	96,547

Number of Independent Smallholders



CSPO Certified Supply and Sales (by Supply Chain Model)

Data presented below is as of 7/31/2023, unless stated otherwise

Notes on Certification figures

- Certified production volume data is based on projected annual production of the certified mills.
- Supply data is based on monthly availability of the annual certified production volume of mills.
- The difference between certified production volume and supply is due to the differences in certification period of individual mills.

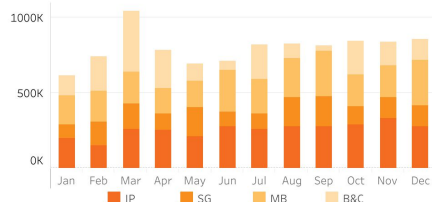
Estimated Actual Production of RSPO Certified Sustainable Palm Oil (mt)

(Volume for the past 12 months based on estimates)

13,981,760

Monthly CSPO Sales (MT)

2022



Potential Annual CSPO Certified Volume (MT)



Annual CSPO Actual Production and Sales (MT)



CSPKO Certified Supply and Sales (by Supply Chain Model)

Data presented below is as of 7/31/2023, unless stated otherwise

Notes on Certification figures

- Certified production volume data is based on the volume converted to CSPKO which was performed by the KCP
- The CSPKO Sales volume is calculated based on the transactions made by the KCP

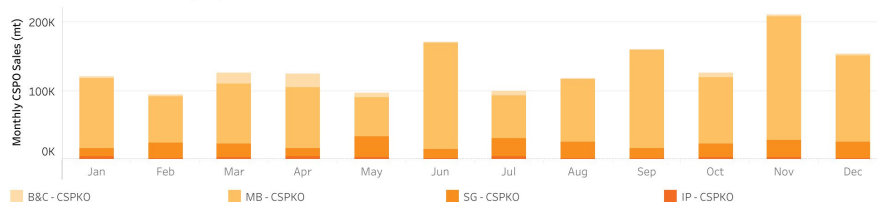
Actual Production of RSPO Certified Sustainable Palm Kernel Oil (MT)

(Volume for the past 12 months)

1,561,963

Monthly CSPKO Sales (MT)

2022



CSPKO* Actual Production (AP) and Sales by Supply Chain Model

*Including other Certified Sustainable Palm Kernel (CSPKO) based products converted to Certified Sustainable Palm Kernel Oil (CSPKO) using 1:1 rules



Go to Factsheet on 1 to 1 Conversion Rules



CSPO & CSPKO Supply and Sales (MT)

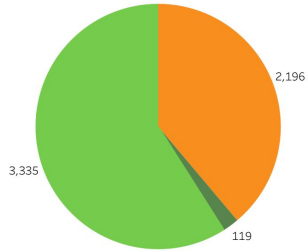
RSPO Membership Status



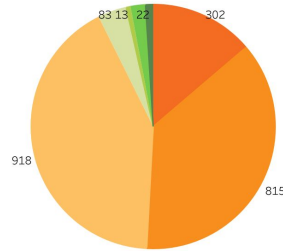
Membership Figures

Data presented below is as of 7/31/2023, unless stated otherwise

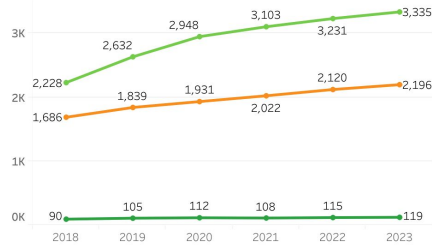
RSPO Members By Category



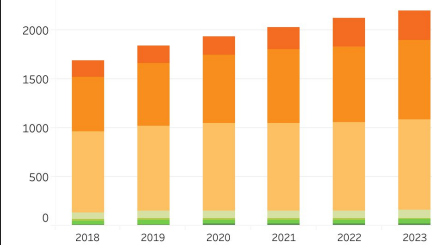
RSPO Ordinary Members By Sector



RSPO Members by Year



RSPO Ordinary Members by Year



■ Oil Palm Growers
 ■ Retailers
 ■ Social or Developme..
 ■ Palm Oil Processors ..
 ■ Banks and Investors
 ■ Consumer Goods Ma..
 ■ Environmental or Na..

Membership Figures

Data presented below is as of 7/31/2023, unless stated otherwise

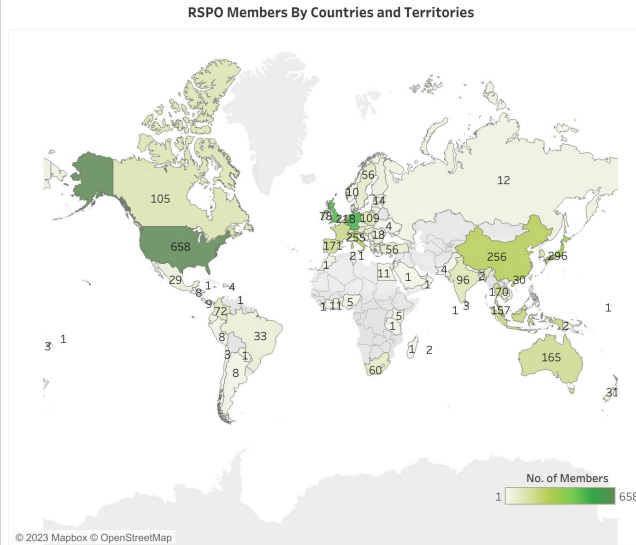
Active RSPO Members

5,650

RSPO Members' Countries and Territories

102

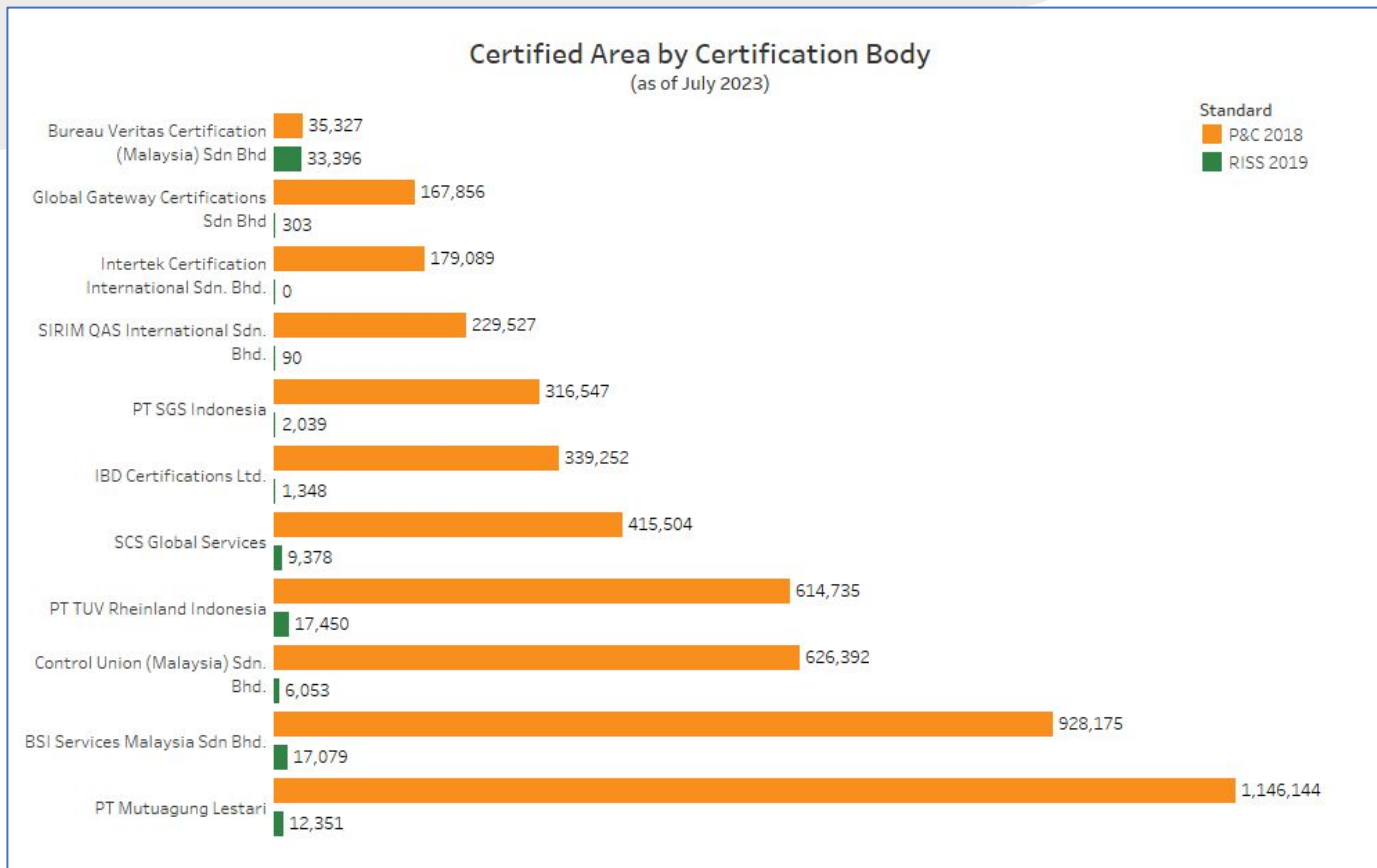
Top 10 RSPO Members by Countries and Territories



United States	658
Germany	496
United Kingdom	464
Japan	296
China	256
Italy	255
Netherlands	218
Indonesia	192
France	177
Spain	171

© 2023 Mapbox © OpenStreetMap

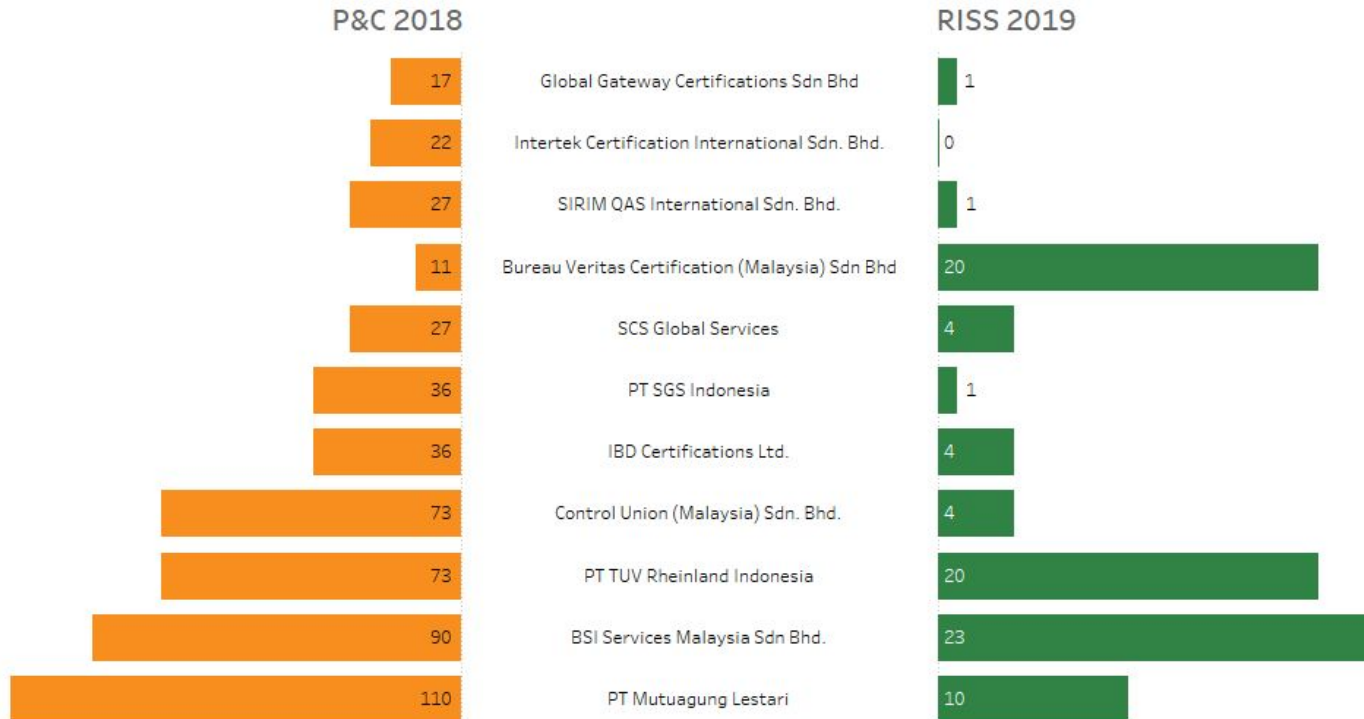
Certified Area by Certification Body



Unit of Certification by Certification Body



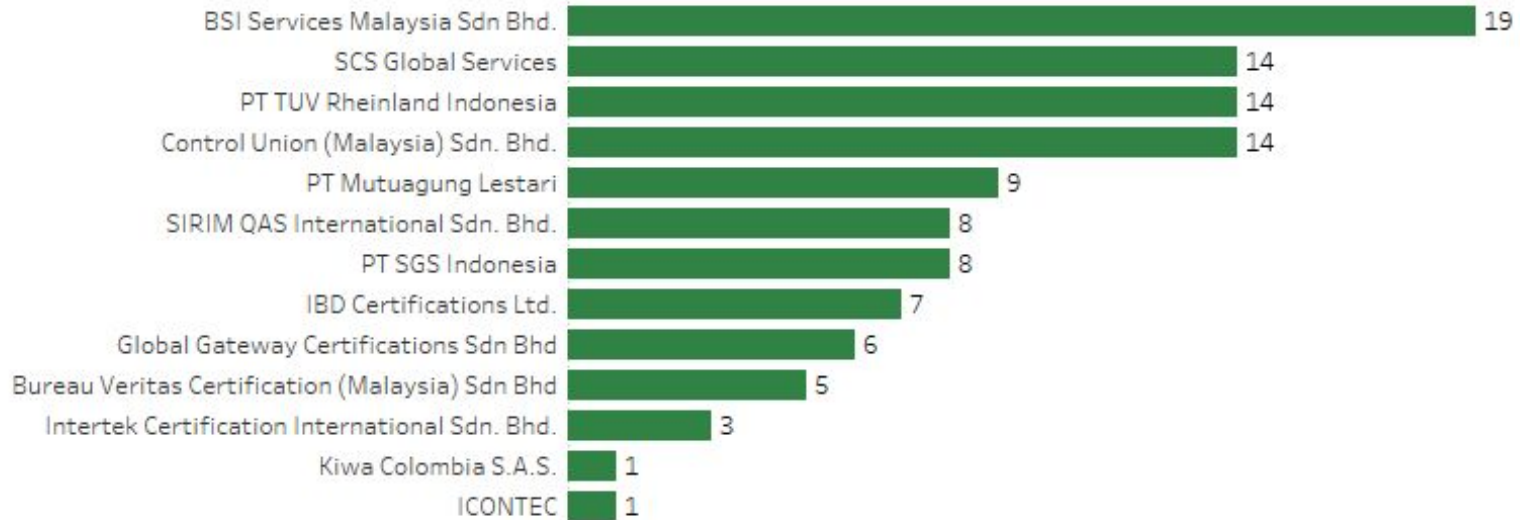
Number of Certificate by Certification Body
(as of July 2023)



No of Auditor by Certification Body



Number of Lead Auditor by Certification Body
(as of Jul 2023)



* Number of Lead Auditor recorded are based on the latest P&C audit conducted since 2021



NEW PLANTING PROCEDURE 2021 VERIFICATION: CHECKLIST FOR AUDITORS



RSPO Roundtable on Sustainable Palm Oil

WHY SUSTAINABLE PALM OIL? WHO WE ARE OUR IMPACT GET INVOLVED

ANNOUNCEMENTS

NEW PLANTING PROCEDURE 2021 VERIFICATION: CHECKLIST FOR AUDITORS

31 JULY 2023

SHARE    

We are pleased to introduce the "New Planting Procedure 2021 Verification: Checklist for Auditors," which was endorsed by the Assurance Standing Committee (ASC) on 14 July 2023.

This checklist has been developed to assist Certification Bodies (CBs), specifically Lead Auditors, in conducting verification activities in accordance with the New Planting Procedure (NPP) 2021. It serves as an informative document and aims to provide consistency during the verification of NPP by CBs. The verification sections in this document have also been cross-referenced with the relevant RSPO Principles and Criteria (P&C) indicators to ensure alignment and compliance during future audits.

Auditors can use this checklist to verify all components of an NPP submission, including the calculation of the new planting area, detailed information extracted from required assessments such as the Social and Environmental Impact Assessment (SEIA), Integrated HCV-HCS Assessment, Free, Prior, Informed & Consent (FPIC), Land Use Change Analysis (LUCA), as well as the Integrated Management Plan (IMP). This document does not replace any official documents or SOPs developed by the CBs own management system but is recommended to be used for consistency.

Communication and training sessions will be conducted to familiarise auditors with the checklist and its purpose. More information about these events will be announced soon.

For more information or clarification, please contact us at info@rspo.org.

View document: [New Planting Procedure 2021 Verification: Checklist For Auditors](#)



Updates



Our Data



Upcoming activities



Our Team





RT-2023



RT 2023 | PARTNERS FOR
AN EVENT BY **RSPO** | **THE NEXT 20**

 **20 - 22 November 2023**
 **Hotel Mulia Senayan Jakarta, Indonesia**

**REGISTER NOW FOR
EARLY BIRD OFFER**

www.rt.rspo.org

RATES & DEADLINES

CATEGORY	MEMBER		NON-MEMBER	
	USD	MYR	USD	MYR
Early Bird (NGO) <small>Register & pay by 20 September 2023, 23:59hrs (GMT+7)</small>	660	3,100	750	3,530
Early Bird <small>Register & pay by 20 September 2023, 23:59hrs (GMT+7)</small>	800	3,760	910	4,280
Normal Rate (NGO) <small>Register & pay by 17 November 2023, 23:59hrs (GMT+7)</small>	750	3,530	860	4,040
Normal Rate <small>Register & pay by 17 November 2023, 23:59hrs (GMT+7)</small>	910	4,280	1,030	4,840
Walk-in Rate	1,180	5,550	1,320	6,200
Virtual Pass (Flat Rate)	60	280	60	280



Updates



Our Data



Upcoming activities



Our Team



Certification Team



Angki

(Manager, Certification - Smallholders)



Amirul

(Manager, Certification - P&C)



Nadia

(Executive, Certification - P&C)



Ruzita

(Manager, Certification - SCC)



Hanib

(Sr. Executive, Certification - SCC)



Shazaley

(Head of Certification)



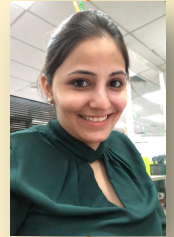
Shafiq

(Data Analyst)



Amanina

(Sr. Executive, Certification - SCC)



Kirat

(Asst. Manager, Trademark)



Rachelle

(Executive, Trademark)



RSPO

certification@rspo.org



RSPO Management System Requirement for Group Certification of FFB Production 2022



RSPO CB Interpretation Forum
23 August 2023

www.rspo.org

GROUP CERTIFICATION 2022



RSPO
Roundtable on Sustainable Palm Oil

RSPO Management System Requirements Guidance for Group Certification of Production

Revised Version
as endorsed by the Board of Governors on 8th March 2018



RSPO MANAGEMENT SYSTEM REQUIREMENT FOR GROUP CERTIFICATION OF FFB PRODUCTION 2022

Endorsed by the RSPO Board of Governors (BoG)
on 18th May 2022

Resources - Roundtable on Sustainable Palm Oil

RSPO Roundtable on Sustainable Palm Oil

2022

Filter

Certification

Guidance for Fresh Fruit Bunch (FFB) Production

TITLE	FILETYPE	FILES	LANGUAGE	MODIFIED
RSPO Management System Requirement for Group Certification of FFB Production 2018	pdf	61	en	22 Sep 2018
RSPO Management System Requirement for Group Certification of FFB Production 2022	pdf	61	en	18 Dec 2022

GET INVOLVED

Whether you're an individual or an organisation, you can help make sustainable palm oil the norm.

- Replaces the previous version of RSPO Management Systems Requirements and Guidance for Group Certification of FFB Production 2018
- Effective as of **18 November 2022**



KEY UPDATES IN GROUP CERTIFICATION 2022

- Clarification on its applicability to smallholders (Independent and/or Scheme) and medium growers
- Clarification on the scope of UoC to include areas set aside for HCV, HCS and livelihoods
- Guidance under Annex II on Certification Options



AGENDA

- Introduction
- Certification Options
- Scope and Applicability
- System Requirements



Introduction

The system allows growers to be grouped together to be certified under a single certificate, which is managed through a central organisation or by an individual, known as the Group Manager.

*RSPO MANAGEMENT SYSTEM
REQUIREMENT FOR GROUP
CERTIFICATION OF FRESH FRUIT
BUNCH (FFB) PRODUCTION 2022*



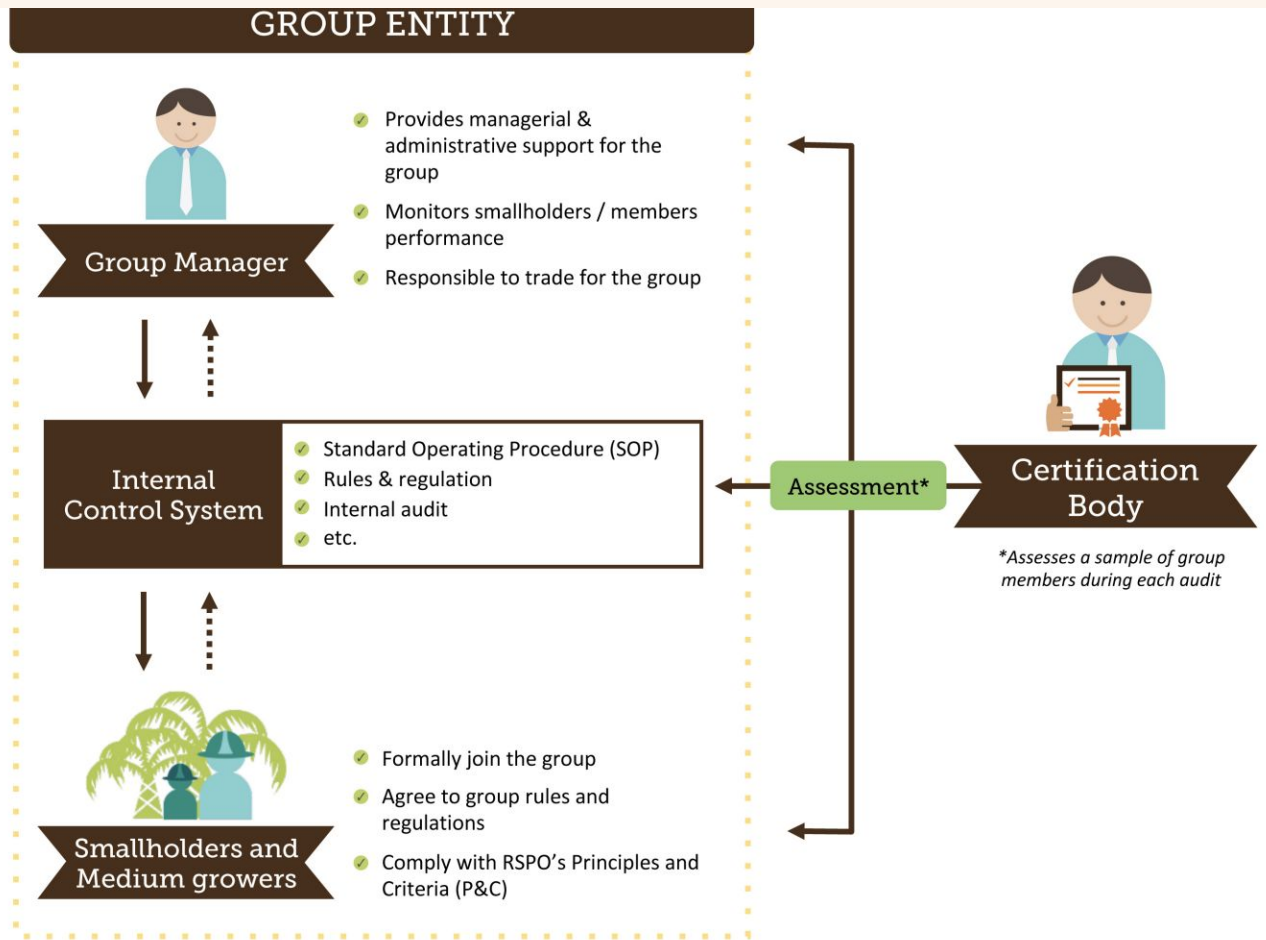


Figure 1. Group Certification Structure (Simplified Illustration)

OBJECTIVES



OWN DECISION

Growers and smallholders can now make their own management decisions on **certification options** available to them

SUPPORT SH

Time-bound plan to ensure that Scheme Smallholders and outgrowers supplying a mill that is P&C certified are certified within three years of the mill obtaining its own certificate

INCLUSIVE

Access to certification for **growers of all sizes** is an important element of RSPO certification.

SUPPORT SH

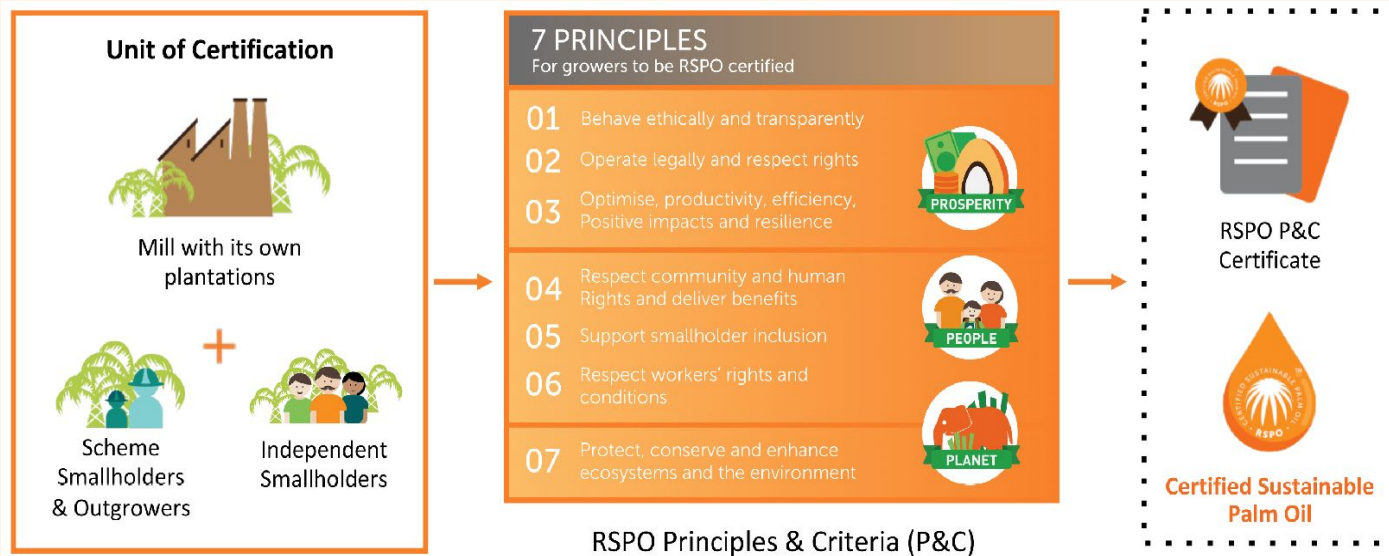
Principle 5 of the RSPO P&C requiring members (mill-with-supply base) to support smallholder inclusion, including Independent Smallholders **into the sustainable palm oil value chain.**

**ROUNDTABLE
ON SUSTAINABLE
PALM OIL**



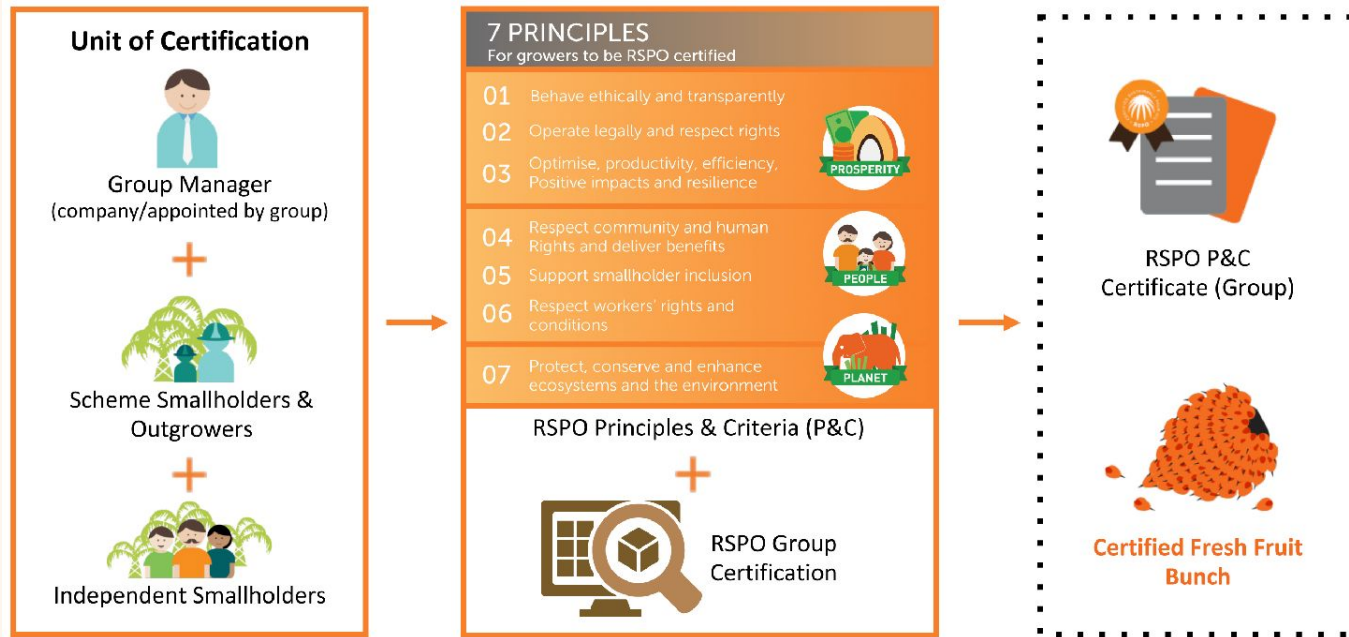
“Certification Options”

Inclusion into Mill's Supply Base



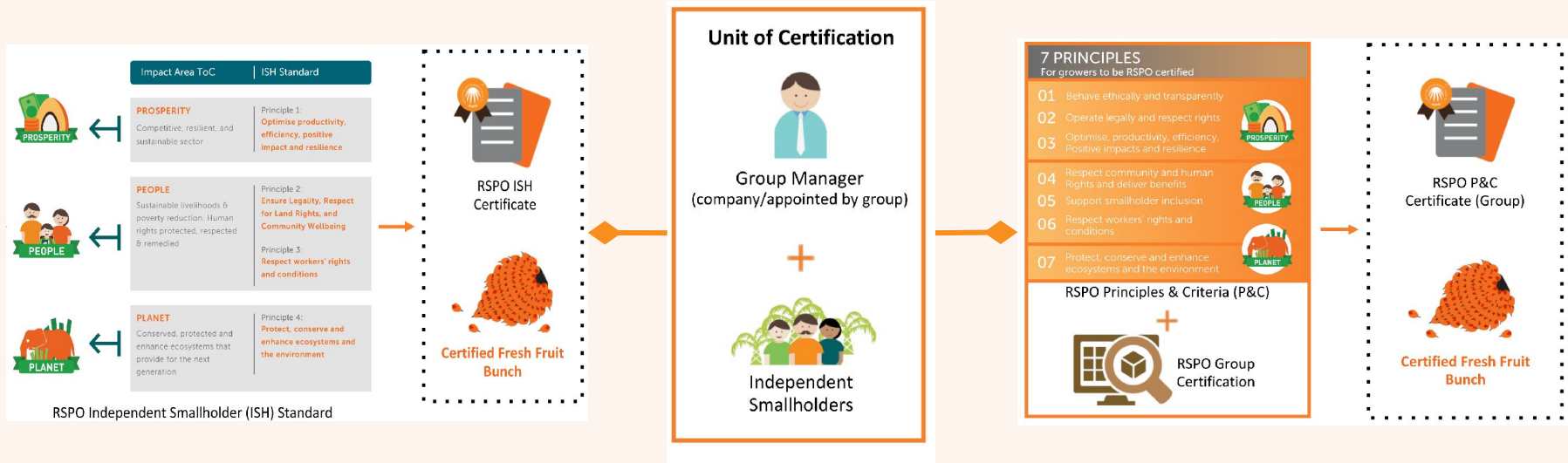
ONE (1) Single P&C Certificate, awarded to company

Group with others SH and MG



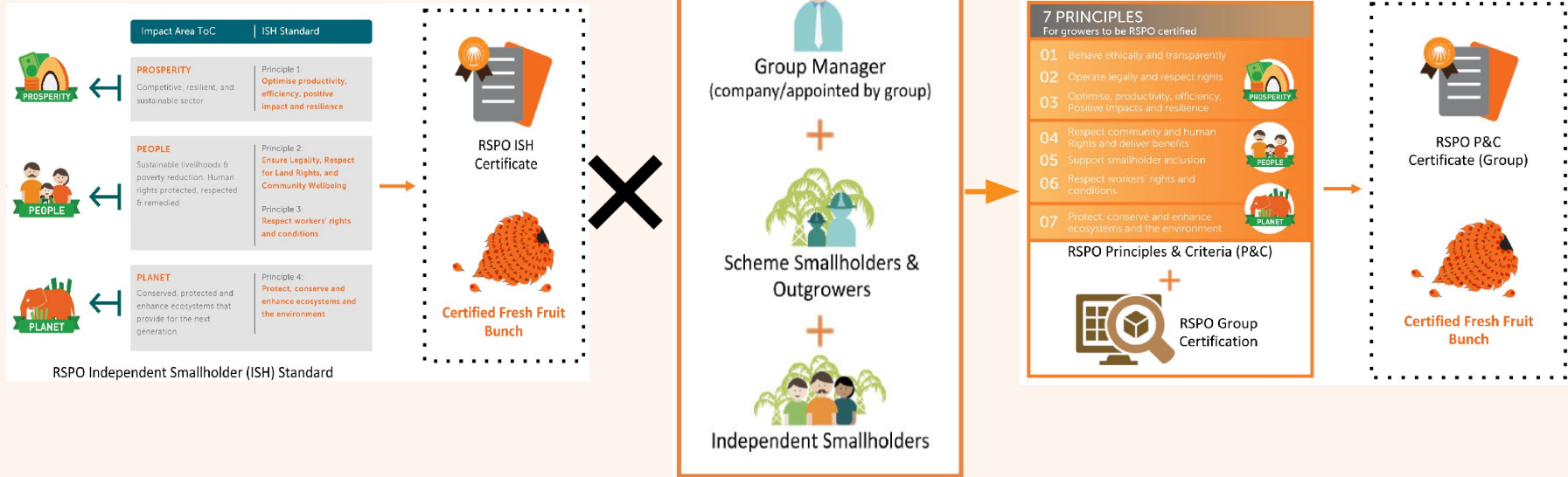
ONE (1) Single P&C Certificate, awarded to Group Manager

Group with ONLY ISH



ONE (1) Single ISH OR(/) P&C Certificate, awarded to Group Manager

Group with ISH & Scheme SH



ONE (1) Single P&C (ONLY) Certificate, awarded to Group Manager

**ROUNDTABLE
ON SUSTAINABLE
PALM OIL**



“Scope and Applicability”



Scope

This document covering:

- the applicability of group certification as an options obtaining P&C Certification
- the system requirements for group management

This document is to be used in association with:

- The Principle & Criteria - standard to be met by all group members
- The Certification System Document - which sets out how certification bodies should assess an operation and reach a decision on whether or not a set of requirements has been met.



Applicability: WHO

Group Certification is applicable to:

- smallholders (Independent and/or Scheme) and medium growers
 - seeking P&C certification of their FFB through the legal formation of a group.
 - A central organisation or an individual, known as the Group Manager, shall be appointed to manage the group.



Applicability: WHAT

Unit of Certification (UoC)

The Group Manager and ALL individual group members, covering combined plots of each individual group member that are under oil palm production, including areas set aside for HCV, HCS and livelihoods.

Covering all plots of all group members that:

- Exist under oil palm production; AND
- Are allocated for replanting or new planting of oil palm; AND
- May potentially be allocated for new planting of oil palm; AND
- Set aside for conservation and livelihoods



Applicability: CLAIM

The RSPO certificate of compliance is awarded to the Group as a whole, and in an annex each individual group member is listed with the size of their landholding.

Certified groups can sell their certified FFB to a certified mill through a physical supply chain model or as RSPO Credit equivalent.

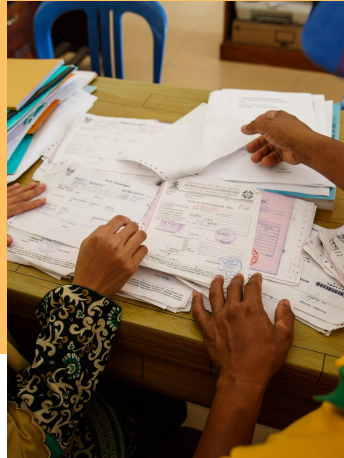
- One tonne of certified FFB is transferred to tonnes of Certified Sustainable Palm Oil using either default oil extraction rate or actual value with evidence

System Requirements



Element 1

Group Entity and Group
Management
requirements



Element 2

Internal Control System
– Policies and
management



Element 3

Internal Control System
– Operations

ELEMENT 1. GROUP ENTITY & MANAGEMENT REQUIREMENTS

E1.1 The Group Entity shall be legally formed.

- documentary evidence of a clearly identified and legal entity
- documented membership requirements for the participation of individual members
- Group Manager shall keep evidence that the nature and structure of the group has been communicated to all members of the Group

E1.2 The Group shall be managed by a Group Manager

- an identified legal entity or an individual acting on behalf of the legal entity, i.e. the Group Entity
- demonstrate sufficient resources & capacity for managing the group's performance towards compliance with the RSPO P&C
- demonstrate competence & knowledge of RSPO systems and associated requirements.

ELEMENT 2: INTERNAL CONTROL SYSTEM – POLICIES AND MANAGEMENT



The Group **Internal Control System (ICS)** shall contain

- documented policies and procedures for operational management
- procedures for decision-making & responsibilities within the group
- initial gap audit procedure (i.e., baseline assessment & needs for compliance) - as a prerequisite
 - Land title or right to use the land
 - No existing land conflict(s).
 - No plantings replace/affect primary forests/HCV/HCS
 - No new planting(s) on peat land and/or status of existing planting(s) on peatland.
- implement procedures for maintaining records of all individual members
 - minimum 5 years
 - important information as stipulated in P&C





ELEMENT 3: INTERNAL CONTROL SYSTEM – OPERATIONS

The Group Internal Control System shall develop and implement an internal audit programme of Group members.

The **Group Manager** shall

- establish, implement and maintain (a) procedure(s) for internal audit.
- conduct annual internal audits for all group members as planned.
- jointly declare (with internal auditors) no conflict of interest for the internal audit process.
- identify the sampling intensity of Group members - through risk assessment

The minimum sampling size should be 4. For groups with fewer than 4 members, 100% of members shall be audited. Sample sizes are always rounded up (e.g., 4.4 is rounded up to 5). Rounding up is done as the final step in the calculation.

ELEMENT 3: INTERNAL CONTROL SYSTEM – OPERATIONS (Cont'd)



The Group Internal Control System shall include a system in place to enable the trading of RSPO certified Fresh Fruit Bunches (FFB) produced from the Group.

The Group Manager shall

- implement a system for the tracking & tracing of FFB produced and its sales (document & record)
- ensure Group CFFB transactions recorded and documented for a minimum period of 5 years.
- ensure trading with clear procedures to ensure that calculations are accurate
- ensure all FFB sold by the trader is traceable back to the Group members.



Question & Answer

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Q1 P&C – 5.2.1:

Referring to indicator 5.2.1 of the P&C 2018. From the auditor perspective, what is your understanding on assessing and supporting the smallholder interest in the RSPO Certification?

Q2 ISH – ICS Requirements (D1 and D2):

How do the auditors check the implementation of indicators D1 and D2 during the audit to make sure that the FFB from the non-certified area is not mixed with the certified FFB, especially in the case if some of the smallholders' plots are excluded from the scope of the certification?

RSPO IT platform: Completeness checklist




RSPO CB Interpretation Forum
23 August 2023



www.rspo.org



AGENDA

- Introduction
- Completeness checklist (Palm Trace License Submission)
 - Section 0
 - Section 1
 - Section 2
 - Section 3
 - Certificate 
 - Audit Report 
 - Metrics Template 
- Conclusion

Section 0



ITEMS	
Member Information	RSPO Palm Trace ID is correct
	Member details (Name & Location address of Management Unit)
	RSPO Membership Number
	Parent company
Audit Information	Date(s) of Audit
	Name of Auditor(s)
	Name of Lead Auditor(s)

- o Ensure consistency with the audit report and certificate
- o Provide correct name & address of the Management Unit
- o Matches with audit report and certificate
- o If there are different, Kindly update!
- o Please list all auditors as per the Assessment team, including Trainee Auditors who are included in Man-days.

Section 1



ITEMS	
Type of Business	Type of business and certificate holder consistent e.g Oil Mill, Outgrower, Independent Oil Mill, Independent Smallholder
	Type of business consistent with scope of certification
Information of supply bases	No. of supply bases, name of estate/Scheme smallholder and address
	Indicate location address, not the P.O. Box
Define Estate/Scheme Smallholders	Check type of supply bases either estate or scheme smallholders
Certified Volumes	Mill with estate = FFB_estate, CSPO, CSPK
	Mill with estates & scheme SH = FFB_estate, FFB_scheme, CSPO & CSPK
	For Outgrower = only FFB
	For Independent SmallHolder(<50 Ha) Eligibility & MS A = IS_FFB, IS_CSPO, IS_CSPKO, and IS_CSPKE. Using standard extraction rate
	MSB = only FFB
	For Independent Oil Mill = CSPO, CSPK

- o Validate FFB amount as per Industry benchmark i.e yield/ha 15-35 mt/ha
- o Validate OER & KER. Industry benchmark i.e around 20%-25% OER & 5% for KER
- o CSPK cannot be '0'

- o Supply Chain Model for ISH is Identity Preserved (IP)

Section 2



ITEMS	
Total Estate Certified Area	Ensure consistent with Certificate & Audit Report.
Total Estate Production Area	Production Area is Mature area ONLY
	Ensure consistent with Audit Report.
Certified Mill capacity	Information shall be consistent with Audit Report/Certificate
	Mill capacity is FFB produced per Hour (Mt/hr)
HCV Areas	Ensure that HCV areas and conservation areas are not conflicting/mismatched
Previous Licence Volume Information	Check actual production of the previous license in the audit report
	Information of previous licence shall be consistent with Audit Report
	Actual Sold volume must not exceed certified volume
	Actual Production must not exceed Certified volume
	Actual Production Volume should not more than Certified Volume
	If the sold volume is too low, i.e below 50% of the total production, CB's justification is needed
	For ISH Group Previous license information in PT is only for physical sales. If all the certified volume sold as credits, the information in this section should be = 0. If there is physical sales of FFB then it needs to be indicated as sales of FFB
	For ISH Group Make sure no oversold credits

↪ Certified area should exclude the scheme smallholders area.

- ↪
- Overproduction ? Check if there is Volume Extension
 - Volume sold as conventional is part of Certified Production

↪ Download trading & transaction report

Section 3



ITEMS	
Assessment Type	Ensure sequence of Assessment type is correct.
	First date of RSPO certification
Start date/end date new licence	Start date & end date which should be 1 year or if previous license is with 3 months extension, then the new license will only be for 9 months.
First Date of RSPO Certification	Check with certificate and previous licence

- o Assessment type is counted from the 1st certification date
- o Consistent with Certificate and Audit Report

No back date. Start date of new licence should follow the request date

Certificate



CERTIFICATE	
Standard used (endorsement date)	NI endorsement date i.e. MY-NI 2019, INA-NI 2020
Certificate validity	5 years from the start date of certification.
	<ul style="list-style-type: none"> -Name and location of the certified unit -Name of the supply base(s), GPS coordinates of the supply base(s), and the individual certified area (in ha) -RSPO membership name and RSPO membership number -Certified volume CSPO and CSPK -Start date and expiry date of the certificate -Initial date of certification -Supply chain model
Multimill certificate	All Mills & Supply bases listed on the certificate
	Name, address and supply chain model for each Mills listed on the certificate
	Certified Volume, Certified areas, and Production areas must be proportionate to each mills respectively

- o The standard use must be consistent in Audit report
- o Information must consistent as in PT (section 1 & 2)

- o Requirement 5.11.2 for P&C certificate
- o Requirement 6.7.5 for ISH certificate



Audit Report

Annex 3	<p>a. Name of the mill and its supply base included in the scope of certification; b. Details description of the certification unit that include: i. Location of mills and estates, including address and the GPS coordinates (latitude and longitude); ii. Maps of acceptable quality; iii. Supply base composition, including hectares (total certified and production area, breakdown of mature and immature area, HCV/HCS area and conservation area), age profile and actual production of FFB during the last licence year; iv. Name of other supply base (non-certified) and the FFB received by the mill; v. Mill's information as below: • Mill's capacity • Supply chain model of certification (IP and/or MB) • Last licence year's certified FFB processed • Last licence year's certified CSPO and CSPK produced • Last licence year's actual sold volume CSPO and CSPK • Last licence year's actual sold volume PO and PK under other schemes • Last licence year's actual sold volume PO and PK as conventional • Last licence year's actual sold CSPO credits (where applicable) • New licence year's certified volume CSPO and CSPK c. Assessment/audit process i. Composition of the audit team ii. Brief CV demonstrating competency of - Lead auditor - Audit team members - Local experts - Other audit team members iii. Name of peer reviewer iv. Audit date and the detail plan d. Stakeholder consultation process i. Date of public announcement made ii. List of stakeholders consulted iii. Issues raised by the stakeholders and the respective responses (if any). e. Time-bound plan (TBP) and adequacy of the commitment (i.e. compliance to section 5.5 of the RSPO Certification System) f. Results/assessment findings shall cover compliance to each indicator (refer to audit checklist). Non-compliances raised refer to specific indicators as listed under the P&C or under the specific NI; g. List of all NCs raised and for major NCs shall include the root cause, corrective actions and closure of the NCs; h. List of previous year's audit findings, including the corrective actions and closure of the NCs; i. Date of audit report and signed off by the company's management and the CB's audit team leader.</p>
---------	--

→ **Name of the mill and its supply bases consistent with Section 1 PT**

→ **minimum 300 dpi resolution**

→ **Peer reviewers from the list of registered peer reviewers**

- Including previous landowners/users
- Refer requirement 5.6.6
 - Mechanism in place to identify interested parties
 - ensure represented sample size are consulted in each audit
 - Keep track party that has been interviewed
 - Proper coverage throughout the certification cycle

→ **Verify the NC closure date & status of NC**

Metrics Template



ITEMS	
Member Details	<p>Make sure all data points consistent with audit report</p> <ul style="list-style-type: none">-RSPO membership number-Palm Trace ID number-Supply chain Model-Assessment Type-Certified areas-Production areas-Number of certified estate(s)-HCV areas
Summary (Aggregated Summary)	<ul style="list-style-type: none">-FFB production-OER derived from FFB processed-Total workers-Training-Grievance

→ Double check the data submitted to ensure accuracy

→ Check the indicator box colour to identify potential error

Conclusion



(Credit Photo: RSPO, Ernst Young)

- Make a list is a key!
- Consult if unsure
- Pay attention to your team's experience
- F.O.M.O
Fear Of Missing Out, Is REAL for Everyone



Question & Answer

www.rspo.org



Find out more at
www.rspo.org



Time-Bound Plan: Where Are We Now?

RSPO CB Interpretation Forum
23 August 2023



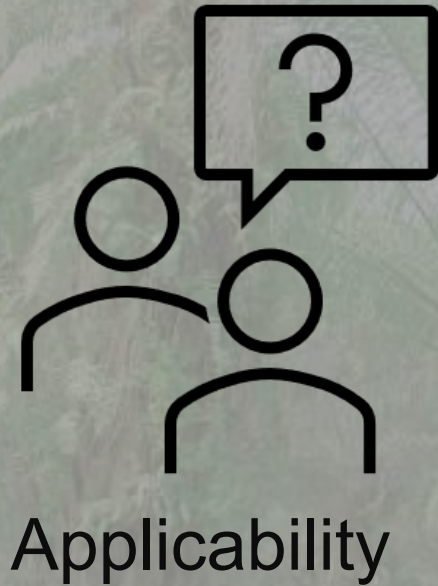
www.rspo.org

Background to Time-Bound Plan (TBP)

RSPO members are required to provide the Time Bound Plan (TBP) for certifying all its management units and/or entities, including the units where the organisation has management control and/or minor shareholding.

As mentioned in P&C Certification System ,clause 5.5.2,

1. the **TBP shall contain a current list of all estates and mills and as a minimum,**
2. **all estates and mills shall be certified within five (5) years after obtaining RSPO membership.**
3. Any **new acquisitions shall be certified within a three-year time frame.**
4. **Any deviations from these maximum periods require approval by the RSPO Secretariat.**



Organisations that have multiple management units

and/or a majority holding in and/or management control of more than one autonomous company growing oil palm

A majority shareholding is defined as the largest shareholding; where the largest shareholdings are equal (e.g. 50/50) this applies to the organisation that has management control (5.5.1)

A registered RSPO member is the holding company or one of its subsidiaries. (5.5.2)

Overview of TBP progress



Total RSPO Members* with Oil Palm Plantation:
138 Members (ACOP, 2022)



Total Directly Managed Land by RSPO
Members*: **8,572,332.317 Ha** (ACOP, 2022)



Total of 40 Members that achieved 100% RSPO
Certification: **4,731,252.73 Ha** (ACOP, 2022)

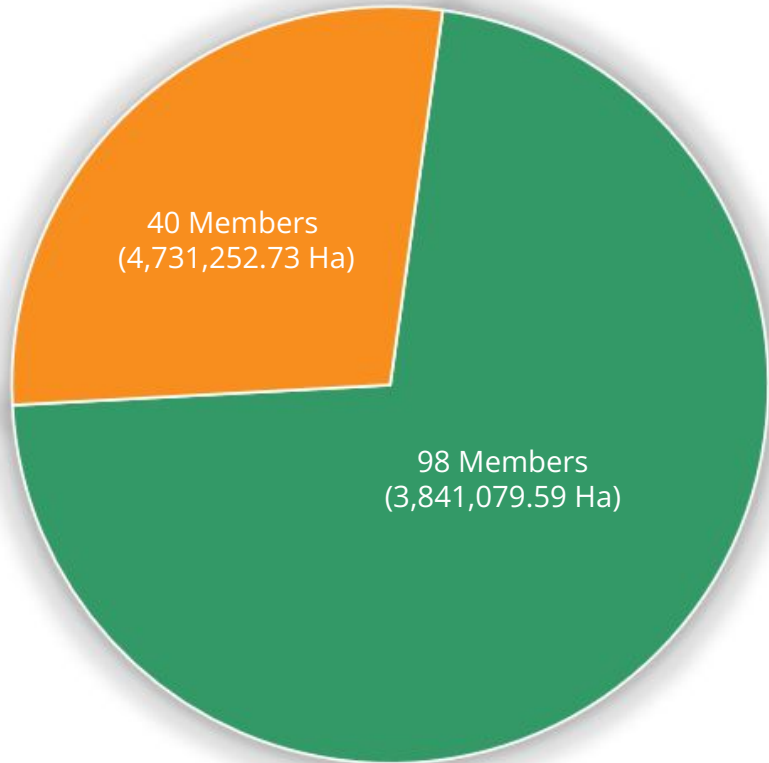


Total of 98 Members that in-progress to achieve
100% RSPO Certification: **3,841,079.59 Ha** (ACOP, 2022)

NOTE:

**including P&T members who have grower function and excluding ISH*

Progress of RSPO Members TBP



- **Total RSPO Members*: 138 Members**
(Representing total Land Area: 8,572,332.32 Ha)
- **Total RSPO Members* achieve 100% Certification: 40 Members**
(Representing total Land Area: 4,731,252.73 Ha)
- **Total RSPO Members in progress to achieve 100% Certification: 98 Members**
(Representing total Land Area: 3,841,079.59 Ha)
- required to submit and monitor their progress on TBP

NOTE:

- All data are based on ACOP, 2022 (Jan-Dec 2022)
- *including P&T members who have grower function and excluding ISH

RSPO ANNOUNCEMENT FOR TIME BOUND PLAN REVISION

🕒 20 DECEMBER 2021

SHARE



The RSPO Certification Systems for Principles and Criteria (P&C) require RSPO members to provide the Time Bound Plan (TBP) for certifying all its management units and/or entities, including the units where the organisation has management control and/or minor shareholding.

As mentioned in Clause 4.5.3 of the P&C Certification System (14 June 2017) and recently revised with Clause 5.5.2 of the P&C Certification System (12 November 2020), the TBP shall contain a current list of all estates and mills and as a minimum, all estates and mills shall be certified within five (5) years after obtaining RSPO membership. Any new acquisitions shall be certified within a three-year time frame. Any deviations from these maximum periods require approval by the RSPO Secretariat.

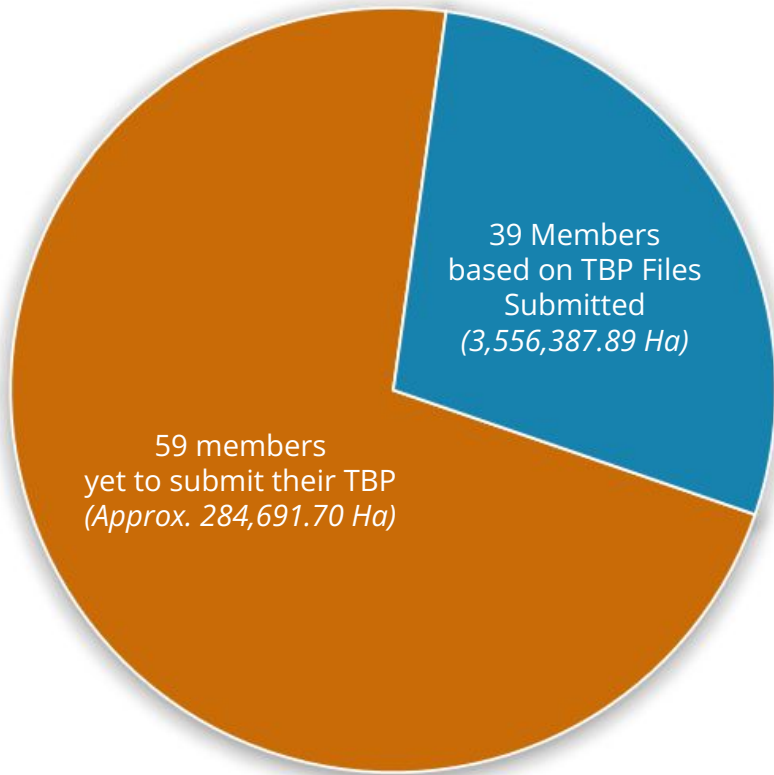
In order to help RSPO members comply with the above aforementioned requirements, the RSPO Secretariat requires members to download and fill up the attached [Time Bound Plan Revision template](#) when requesting approval for any deviation from the maximum periods. The request shall be directed to the RSPO Secretariat (Certification Unit) via email to certification@rspo.org with the completed template as an attachment. The Certification Unit in the RSPO Secretariat will then review the request and provide approval upon a satisfactory review. Please ensure that the revision of the TBP is supported with a strong justification from the management unit.

Kindly refer to the attached Time Bound Plan Revision template and also the detailed Flowchart for RSPO members when making approval requests for TBP revision.

The implementation of this new process flow is effective as per date of announcement. For any further questions and assistance, please contact certification@rspo.org

- **Out of 98 members** who are in progress to achieve 100% Certification, **39 members have submitted their Time bound Plan (TBP) revision** since the announcement was published in December 2021.

Time Bound Plan submission recorded by Secretariat (As of July 2023)



- 39 out of 98 (39.8%) has submitted their Time Bound Plan (TBP)** as per the RSPO Announcement
(Representing total Land Area: 3,556,387.89 Ha)
- Remaining 59 Members* has yet to submit their TBP**
(Representing Land Area - approx.: (284,691.70 Ha)

NOTE:

- This data is extracted based on the **ACOP 2022** and compared to the Actual **TBP Data Received by RSPO Secretariat***.
- **TBP based on Requirement 5.5 of the RSPO Certification System for P&C and ISH standard 2020



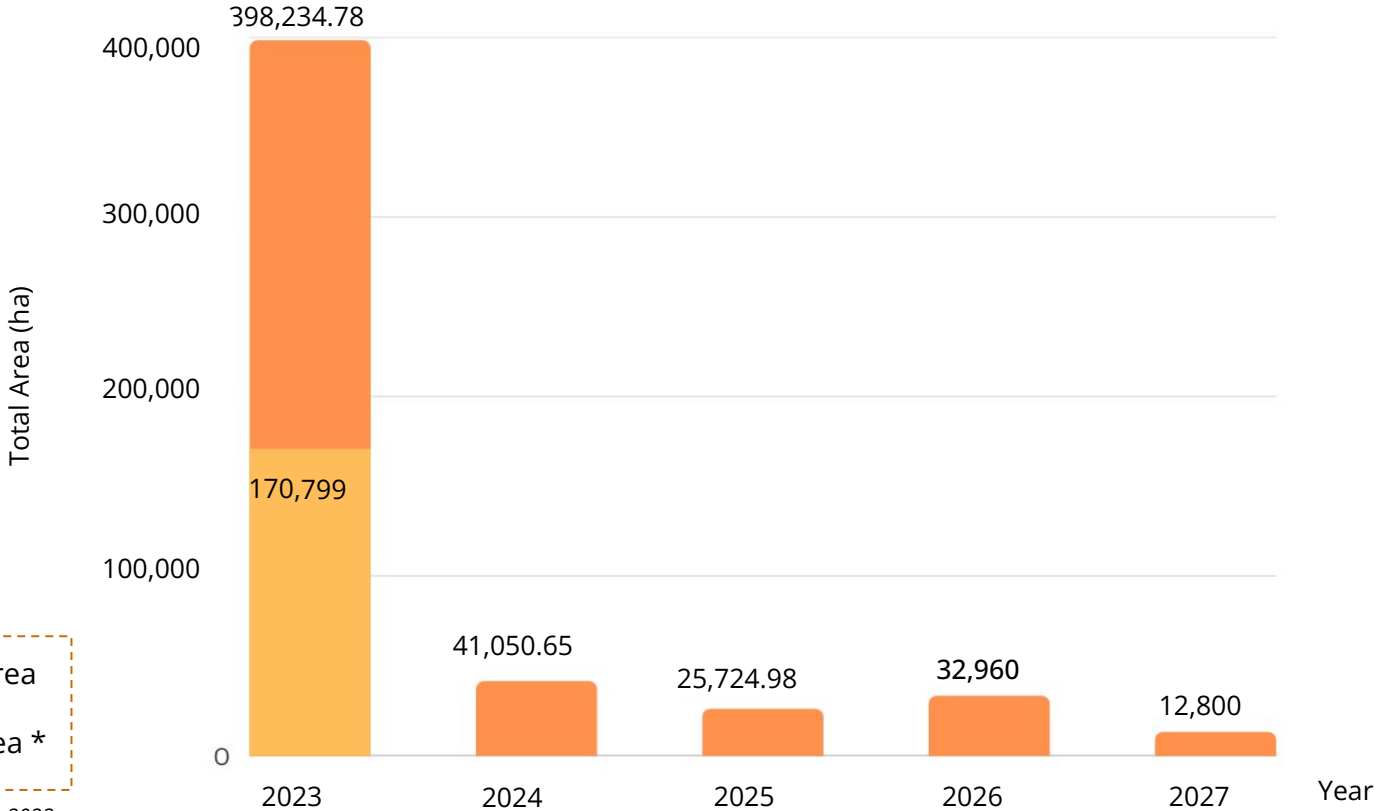
Projection areas plan for certification

Year	Total Land Area (ha)*
2023	398,234.78
2024	41,050.65
2025	52,724.98
2026	32,960.00
2027	12,800.00

**Based on 39 members that submitted their TBP to RSPO Secretariat (Data as of July 2023)*



Projection areas plan for certification



*As of January until July, 2023



Conclusion

- Approximately a projection of **581,339.41 Ha** of land are anticipated to be certified up to 2027.
- Based on the TBP data, it is expected that **398,234.78 Ha** that will be undergoing Initial Certification in 2023. As of July 2023, a total of **77,886.38 Ha** has been undergoing the Initial Certification.
- There are 59 Members who have not yet submitted their TBP, representing a total land area of approximately **284,691.70 Ha**.

NOTE: It is important to ensure that all of the RSPO Members that have yet to submit the TBP are submitting the files so that the RSPO Secretariat will be able to:

- *forecast the expected areas to be certified*
- *estimate the potential CSPO production*
- *plan for enough capacity/resources (i.e. RSPO Secretariat, CB auditors, AB assessors, etc.)*

Common Mistakes during submission of TBP revision request



TIME BOUND PLAN



RSPO Member Details

Name of RSPO Member	
RSPO Membership Number	
Date of Joining RSPO Membership	

Contact Information

Name of Contact Person	
Email Address	

Incomplete of company details

Common Mistakes during submission of TBP revision request



TIME BOUND PLAN (TBP)

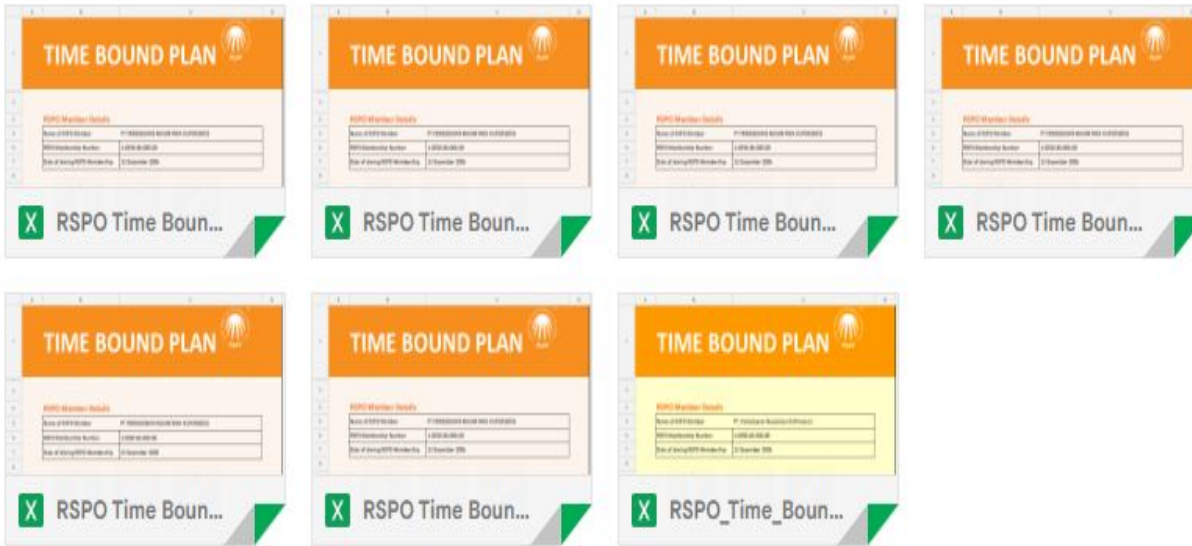
Country	Name of the Mills and Supply Bases	Location Address	GPS Coordinates (in decimal degree)	
			Latitude	Longitude
Indonesia	PKS Unit Sumut I, Kisaran	Sei Baleh Village, Sei Baleh District, Batu Bara Regency, North Sumatera Province	03°02'26.7" N	099°34'53.2" E
Indonesia	PKS Agro Mitra Madani	Talang Makmur Village, Tebing Tinggi District, Tanjung Jabung Barat Regency, Jambi Province	01°04'31" N	103°06'37" E
Indonesia	PKS Unit Sumut I, Kisaran	Sei Baleh Village, Sei Baleh District, Batu Bara Regency, North Sumatera Province	03°02'26.7" N	099°34'53.2" E
Indonesia	PKS Air Balam	Air Balam Jorong, Parit Nagari, Koto Balingka District, Pasaman Barat Regency, West Sumatera Province	1°13'77.1" N	99°28'58.6" E
Indonesia	PKS Sumbertama Nusapertiwi	Parit Village, Sungai Gelam District, Muaro Jambi Regency, Jambi Province	1°40'30" LS	103°48'3" BT

Wrong GPS coordinates format

Common Mistakes during submission of TBP revision request



10 Attachments • Scanned by Gmail ⓘ



Multiple submission TBP template under same parent company

Common Mistakes during submission of TBP revision request



TIME BOUND PLAN (TBP)

Name of the Unit of Certification (UoC)	Country	Name of the Mills and Supply Bases	Location Address	GPS Coordinates (in decimal degree)		Total Managed Area (Ha)	Certification Status (Certified / Not certified)
				Latitude	Longitude		
Example: Mill A	Indonesia	Mill A					
Example: Mill A	Indonesia	Estate 1					
Example: Mill A	Indonesia	Estate 2					
Example: Mill A	Indonesia	Estate 3					
Example: Mill A	Indonesia	KUD XXX					

Not include ALL directly managed land (i.e estates, scheme smallholders, outgrowers)

Issues Identified in TBP



NC Raised as Minor

No NC raised despite exceeded maximum periods (disclosed in ACOP)

Not listed ALL CURRENT list of mill and estate

The TBP list is not updated as per submitted to RSPO

Whether TBP under RSPO Code of conduct the same as RSPO P&C Certification Systems? And need to list Independent mills under P&C TBP?



Posted by Supun Nigamuni
Posted on 07 Sep 2021, 11:40:39

Background;

1. RSPO Code of conduct makes reference to TBP of working towards producing or buying certified sustainable palm oil which needs to be presented through ACOP which is a membership requirement, While RSPO P&C Certification Systems also requests for TBP as part of certification requirements.
2. All relevant RSPO Principles and Criteria apply to oil palm plantations and associated mills. Independent mills shall be certified against the requirements of the RSPO Supply Chain Certification Standard. (3.1.1 of Supply chain certification systems)

Question:

As P&C covers only oil palm plantations and associated mills and Independent mills covered under SCC does the TBP required under P&C Cert Systems requirement should feature the listings of the Independent Mills? Or only needed under the TBP submitted under ACOP?

Note:

1. As ACOP covers all scopes (Growers and Processor and/Trader) unlike RSPO P&C Systems.
2. It is agreed Auditors are responsible to verify all mills and estates under P&C systems TBP verification (MMU requirements) including why a particular mill is categorized as independent mills.



ANSWER



RSPO ADMIN

 Posted by Ahmad Amirul Ariff

 Posted on 23 Sep 2021, 15:23:53

Pursuant to clause 5.5.2 RSPO Certifications systems - "A time-bound plan for certifying all its management units and/or entities, including the units where the organisation has management control and/or minor shareholding, is submitted to the CB during the initial certification audit. The time-bound plan shall contain a current list of all estates and mills."

The independent mill shall be included in the Time-bound plan as it is classified as a mill.



Question & Answer

www.rspo.org

Standards Review Update

2023 Principle & Criteria
2023 Independent Smallholder Standard

Krabi CB Forum



Overview



The Roundtable on Sustainable Palm Oil (RSPO) is in the process of its **five year review cycle** of the 2018 RSPO Principles and Criteria (P&C) and the review of the 2019 RSPO Independent Smallholder Standard.

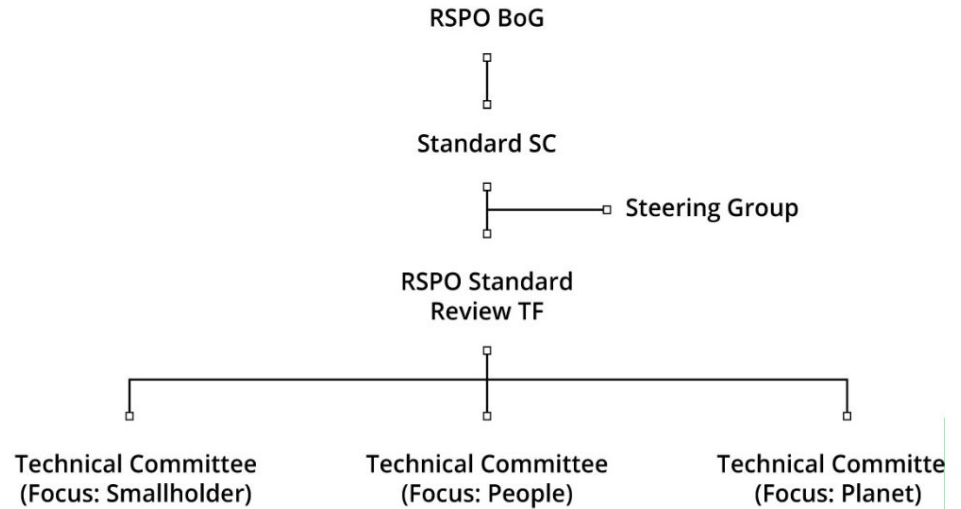
RSPO is a **multistakeholder** organization, and therefore the standards review process is a **multi-stakeholder effort** as well.

To review and streamline the production standard to **ensure continued relevance and effectiveness** in demonstrating that palm oil produced and sold as RSPO-certified Sustainable Palm Oil (CSPO) are credible and inclusive.

Governance



The **RSPO Standard Standing Committee (SSC)** will provide oversight on the entire process, wherein a **Steering Group** will ensure a coordinated, comprehensive and joint approach to the review, and **will make decisions in the event that consensus cannot be achieved at the TF level.**



Timeline



**We recently concluded the
Final Task Force Meeting (TF4)**

Highlights from Draft 2



Consolidation of Indicators



Grievance Mechanism - Principle 2

Occupational, Health & Safety - Criteria 6.8

Integrated Pests and Disease Management - Criteria 7.1

Soil Erosion & Degradation Management - Criteria 7.3

Strengthened Indicators



SEIA review

Guidance are referenced for FPIC and Peatland Protection & management.

GHG Emissions & Waste - Monitoring and reporting to identify reduction potential.

Principle 6. Labour



Work opportunities to recruitment process

Living Wages & Condition

Force Labour

Occupational Health & Safety

Independent Smallholders



Defined Smallholder – Provide clarity on smallholders – Independent versus Scheme

Clarity provided – Clearly distinguish the role of group managers and Independent Smallholder

Thank you



Certification Systems Review

RSPO's Certification Systems for P&C
and RISS

Krabi CB Forum



Introduction



The Certification System sets out the requirements for the systems that shall be followed in the implementation of certification against the requirements of the RSPO P&C and/or its National Interpretations and the RSPO ISH standard and/or its Local interpretations.



Review Objective



Address loopholes within the Certification Systems to ensure that RSPO's Certification Scheme is **credible, effective and efficient**.

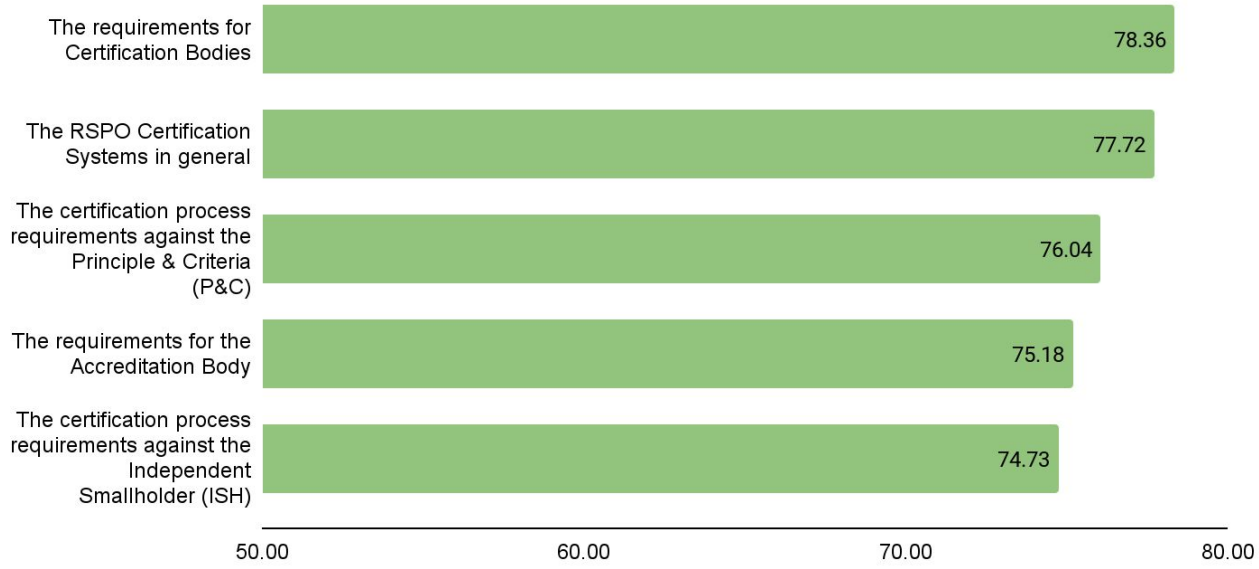
Benchmark RSPO's Certification System against other Certification Schemes to **adopt best practices** and **maintain relevance**.

Certification Systems Temperature Check Survey





Level of Satisfaction with the Certification System



This information was gathered from the Certification System Temperature Check Survey that ran in May 2023.

Average Satisfaction Level
76.41
Respondents were generally Satisfied

Highlighted Comments



Improve the **Interpretation Process** to ensure **clarity and consistency**

Improve **check and balances** to avoid conflicts of interest and potential collusion

Provide **clarity** towards the Accreditation Process and the role of the AB

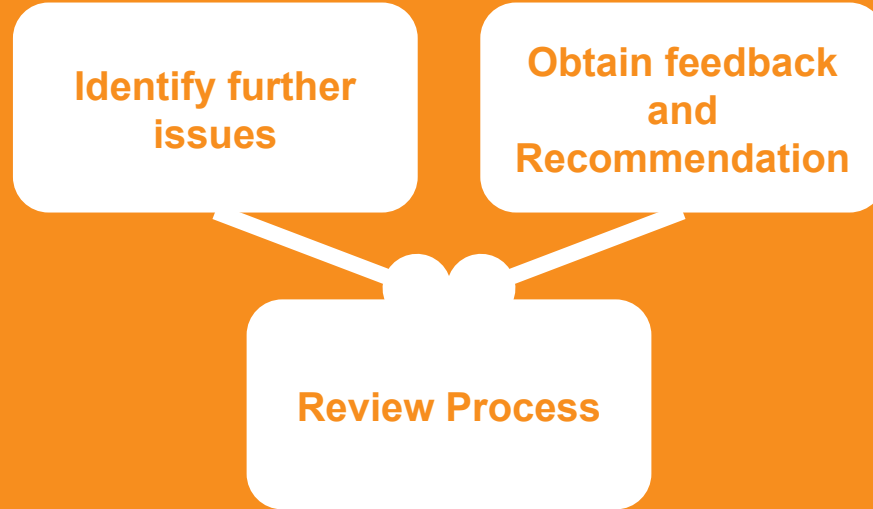
Address the **high cost of Audits** and Certification

Improve the **effectivity** of CB Trainings

Session Objective



Session Objective



Breakout Discussions

1

**Resource
Requirements**

2

**Impartiality and
Conflict of Interest**

3

**RSPO vs Other
Standards**

4

**Interpretation of
the standards**



Resource Requirements



The Certification system within 4.8 specify the Resource Requirements for CBs, which includes

- Auditor Qualifications (Auditors & Lead Auditor)
- RSPO Audit Team compositions
- Required Processes
- Training requirements
- Performance evaluation needs.

Issues to discuss:

- What are the resources required for a successful audit?
- What qualifications should an auditor have to be able to carry out a successful audit and maintain credibility?
- What composition of an RSPO Audit Team would make for a successful audit?
- Are the RSPO endorsed Lead Auditor Courses effective to create high quality auditors?

Impartiality & Conflicts of Interest

The Certification system within 4.6 specify the requirements with regards to impartiality and conflicts of interest which includes

- Audit team requirements
- Retaining records of conflicts of interest
- Procedure for managing conflicts of interest
- independence from the organisation being assessed

Issues to discuss:

- Are the existing requirements on impartiality and conflicts of interest sufficient / effective to maintain proper integrity during the audit process?
- Are there any other forms of check and balances that should be implemented by RSPO to ensure proper integrity and further confidence in the audit process.
- Are there check and balances from other certification systems that RSPO should incorporate?

Standards Interpretations



The Standards (P&C and RISS) require interpretations and there is a need to ensure that all stakeholders (UoC, CB, AB, RSPO and endorsed trainers) are aligned in terms of interpretations and understand the audit process.

RSPO have existing measures to create alignment which includes RSPO Interpretation Forum, Audit Checklists, Endorsed Lead Auditor Training.

Issues to discuss:

- Are existing measures to align and standardize the interpretation of the standards effective? (Interpretation forums, AB, Audit Checklist)
- What are the existing challenges that CBs face when it comes to understanding the standards?
- Do RSPO provide effective/sufficient resources to help with the interpretation and understanding of the standards?

RSPO vs Other Standards



RSPO strives for constant improvement and would like to learn from other standards.

Other similar certification schemes that exist includes:

- Sustainable Rice Platform (SRP)
- Bonsucro (Sugar Cane)
- International Sustainability & Carbon Certification (ISCC)

Issues to discuss:

- What are the best practices from other similar standards and certification schemes that RSPO can adopt within its certification system?
- What are the advantages and disadvantages of RSPO's certification system compared to other similar standards and certification schemes?

QR Codes



**1.Resource
Requirements**



**2.Impartiality &
Conflicts of
Interest**



**3.Interpretation
s of the
Standards**



**4.RSPO vs
Other
Standards**



Resources

30:00

Discussions



Presentations



Leave us more feedback



<https://forms.gle/AgdmgBqN5zPZuG4Y6>

Please continue to leave us feedback or contact us at

standard.innovation@rspo.org

for more information on the certification system review.

Thank you

