

RSPO

Roundtable on
Sustainable Palm Oil

GUIDANCE 2020



GUIDANCE FOR THE 2018
RSPO PRINCIPLES AND CRITERIA
METRICS TEMPLATE

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LIST OF ABBREVIATIONS

CB	Certification Body
CPO	Crude palm oil
CSPK	Certified Sustainable Palm Kernel
CSPO	Certified Sustainable Palm Oil
FFB	Fresh Fruit Bunch
GIS	Geographic Information System
HCV	High Conservation Value
HCS	High Carbon Stock
INANI	Indonesia National Interpretation
KPI	Key Performance Indicator
LTIFR	Lost Time Injury Frequency Rate
MYNI	Malaysia National Interpretation
P&C	Principles and Criteria
PK	Palm Kernel
PO	Palm Oil
RSPO	Roundtable on Sustainable Palm Oil
SCCS	Supply Chain Certification Standard
SDG	Sustainable Development Goal
SSC	Standard Standing Committee
ToC	Theory of Change

1.0 Introduction

The Roundtable on Sustainable Palm Oil (RSPO) is a multi-stakeholder, not-for-profit organisation, focusing on advancing the production, procurement, finance, and use of sustainable palm oil products.

Sustainable palm oil production comprises legal, economically viable, environmentally appropriate, and socially beneficial management and operations. This is delivered through the application of the RSPO Principles and Criteria (P&C), and the accompanying Indicators and Guidance.

The first set of Principles and Criteria, Indicators and Guidance (2007 RSPO P&C) has been applied since November 2007. After five years of application by RSPO members, 2007 RSPO P&C were reviewed in 2012/2013, leading to the 2013 RSPO P&C. After a further five years of application, they were reviewed and revised in 2017/2018 by the RSPO Principles and Criteria Review Task Force.

In November 2018, the RSPO Principles and Criteria for Sustainable Palm Oil Production (2018 RSPO P&C) were adopted and applied to all production level companies, i.e., all mills who do not fall under the definition of independent mill, as outlined in the RSPO Supply Chain Certification Standard (SCCS); and to all growers, who do not meet the definition of Independent Smallholder, or the applicability requirements as outlined in the RSPO Smallholder Standard. They are referred to as the Unit of Certification throughout this document.

Criterion 3.2 of the 2018 RSPO P&C has a continuous improvement requirement, which includes reporting to the RSPO Secretariat using the RSPO P&C Metrics Template. This requirement refers to a small set of strategic outcome-based metrics, which are of value to growers, relates directly to the P&C, and aligns with the RSPO Theory of Change¹ (ToC) and RSPO organisational Key Performance Indicators (KPIs). This will provide RSPO with information on the results of the P&C implementation. The data received will be anonymised for analysis, marketing, and impact assessment.

The RSPO P&C Metrics Template was drafted and reviewed from December 2018 to February 2019. The process was driven by the Impact and Evaluation Department, with the involvement of a consultant, other departments in the RSPO Secretariat, and members of the Standard Standing Committee (SSC). The draft Metrics Template was also presented in a Certification Bodies (CBs) workshop in January 2019 to solicit feedback. The revised template was then pilot tested by a few growers who volunteered to be part of the process. The feedback received from the pilot testing was discussed with the consultant, RSPO Secretariat, and the SSC. The Malaysia National Interpretation (MYNI) Taskforce and Indonesia National Interpretation (INANI) Taskforce had also provided their comments on the Metrics Template. The Metrics Template was finalised in November 2020 and was endorsed by the SSC on 13 November 2020.

This document aims to establish a common suite of outcome-oriented metrics to enable all stakeholders to understand the progress towards achieving the RSPO vision of making sustainable palm oil the norm. This document also provides guidance and clarification on how to use the RSPO P&C Metrics Template, the flow of the metrics data from the unit of certification to the RSPO Secretariat, and what results are communicated to the public.

¹ <https://rspo.org/impacts/theory-of-change>

1.1 OVERVIEW OF THE 2018 RSPO P&C METRICS

The 2018 RSPO P&C are organised into three impact areas using the RSPO ToC as a framework.

IMPACT AREA	2018 RSPO P&C
<p>PROSPERITY</p> <p>Impact Goal: Competitive, resilient, and sustainable sector</p>	<p>Principle 1: Behave ethically and transparently</p> <p>Principle 2: Operate legally and respect rights</p> <p>Principle 3: Optimise productivity, efficiency, positive impacts and resilience</p>
<p>PEOPLE</p> <p>Impact Goal: Sustainable livelihoods and poverty reduction. Human rights protected, respected and remedied</p>	<p>Principle 4: Respect community and human rights and deliver benefits</p> <p>Principle 5: Support smallholder inclusion</p> <p>Principle 6: Respect workers' rights and conditions</p>
<p>PLANET</p> <p>Impact Goal: Conserved, protected and enhanced ecosystems that provide for the next generation</p>	<p>Principle 7: Protect, conserve and enhance ecosystems and the environment</p>

Selection of the 2018 RSPO P&C metrics has been made by identifying the key agreed upon goals of the 2018 RSPO P&C:

- Productivity, Efficiency, Positive Impacts, and Resilience
- Community Rights and Benefits
- Smallholder Inclusivity
- Workers' Rights and Conditions
- Ecosystems and Environment Protection and Conservation

The selected metrics are directly related to the P&C, aligned with the ToC and linked with other globally relevant outcomes such as the United Nations Sustainable Development Goals (SDGs). Most importantly, the metrics add value to the units of certification by helping them to track the progress towards outcomes in the ToC and to demonstrate the results of the implementation of the P&C.

The reporting of the metrics is required, but the numbers reported are not used to measure compliance. In other words, the unit of certification only needs to record and report the actual data to show conformance with the P&C requirements but is not required to meet a specific level. This is opposed to a threshold/target metric that the unit of certification must meet in order to show conformance.

Important note: Not all metrics will be captured via the metric template. In the RSPO P&C, climate change is addressed through the reduction of greenhouse gases (GHGs) and the prohibition on the use of fire unless in exceptional circumstances. Currently, the GHG is being recorded via the RSPO PalmGHG Calculator and reported in the RSPO Impact Report.

RSPO is monitoring hotspots for signs of fires on RSPO members' oil palm concessions through a geographic information system (GIS) and automated alerts from Global Forest Watch. Members are requested to take action and report back on the hotspot alert notifications and ground verification results. Fire incidences are required to be dealt with urgently, therefore the recording, monitoring, evaluation and reporting of hotspots and fires are being undertaken and reported internally by the RSPO GIS unit.

Both metrics will therefore be recorded and reported separately from this metric template via existing mechanisms until a platform is ready to collect and combine these data for analysis.

HOW WILL THE DATA BE USED?

All data collected will be aggregated and anonymised when used by RSPO for internal learning, peer learning, marketing, or other public reporting through the RSPO website and Impact Report.

1.2 ABOUT THE RSPO P&C METRICS TEMPLATE

As per **Criterion 3.2**, all metrics data must be collected at the level of the Unit of Certification and reported to the RSPO Secretariat using the **RSPO P&C Metrics Template**. The Metrics Template is designed to collect annual quantitative data of a set of indicators for single mill, multi-mills, and individual estate(s) certified under the 2018 RSPO P&C.

UNIT OF CERTIFICATION

For single-mill certification, data for the certified mill and its supply bases are required. For multi-mills certification where more than one mill shares the same supply base, data for all the certified mills under this unit of certification and their supply bases are required. For individual estate(s) certification with no integrated mill, or where the mill is not yet established, fields relating to mills in the template are not required.

REPORTING TIME FRAME

The Metrics Template is required to be filled in by the Unit of Certification prior to an RSPO certification, recertification, and annual surveillance audit.

To facilitate consistent and comparable use of the metrics, a typical reporting time frame for metrics would consist of a calendar year (January to December) period.

However, the unique nature of the RSPO certification system that is based on a licence² year reporting period does not necessarily follow a calendar year (January to December) time frame; hence, two types of time frames for recording of the metrics data are required in the template:

a. Annual calendar year (January to December) basis

All metrics are to be recorded on an annual calendar year (January to December) basis, which includes information directly related to the implementation of the P&C, such as production and sales, capacity building, smallholder inclusion, workers, High Conservation Value (HCV) area, High Carbon Stock (HCS) area, and peatland conservation areas. Annual reporting of these metrics can be used to compare the performance of the unit of certification from year to year, and the unit of certification can use these data to help budget for the coming year. The calendar year refers to the previous calendar year of the audit year.

Demographic data for workers in the mill and estate(s) are recorded as of 31 December of the previous calendar year.

² An annual request submitted by an RSPO Certification Body in the RSPO IT Platform when a certificate holder undergoes either an initial or recertification or surveillance audit within the five years' certificate validity. Upon approval from the RSPO Secretariat, the licence allows certificate holders to carry out trading and record transactions. A licence is valid for a year and needs to be renewed on every audit.

b. 12 month period counting up to two months before audit month

Economics metrics, such as Fresh Fruit Bunch (FFB) production, Certified Sustainable Palm Oil (CSPO) and Certified Sustainable Palm Kernel (CSPK) production and sales volumes, are reported based on a 12-month period counting up to two months before the month when audit will be conducted. Refer to example 1.

This reporting time frame is important for the unit of certification to monitor and evaluate the actual production from their mill(s) and supply bases. These metrics are also important for the implementation of Shared Responsibility and are closely linked to the Matching Supply and Demand and Generating Demand, Commitments and Uptake strategies in our Theory of Change. In addition, this information helps the unit of certification to monitor and analyse production input related costs and expenditures, see operational trends that could be detrimental to the business, and find ways to optimise operations.

Example 1: Annual surveillance audit (ASA) conducted in April 2021

Reporting time frames for economic data are:

- i. Calendar year (January to December): January 2020 to December 2020, and
- ii. 12 month period counting up to two months before audit month: March 2020 to February 2021

Reporting time frames for demographic data:

- i. For mill and estate workers: as of 31 December 2020
- ii. For smallholders and outgrowers: January 2020 to December 2020

Reporting time frame for all other social and environmental data:

- i. January 2020 to December 2020

If audit is conducted in January, in which case the Unit of Certification is unable to provide data up to December of the previous calendar year, the Unit of Certification is allowed to provide data up to November for both reporting timeframe. Refer to Example 2.

Example 2: Annual surveillance audit (ASA) conducted in January 2022

Reporting time frames for economic data are:

- i. Calendar year: January 2021 to November 2021, and
- ii. 12 month period up to two months before audit month: December 2020 to November 2021

Reporting time frames for demographic data:

- i. For mill and estate workers: as of 30 November 2021
- ii. For smallholders and outgrowers: January 2021 to November 2021

Reporting time frame for all other social and environmental data:

- i. January 2021 to November 2021

For a unit of certification going through initial certification, the RSPO P&C Metrics Template should also be filled in for the previous calendar year. These data could serve as the baseline data. For economic indicators (production and sales), these data are filled in as non-certified.

DATA REQUIREMENT

All data required in the metrics template are actual data.

Ideally, data for estates should be disaggregated in the metrics template as this will be more useful and convenient during the audit process. However, for a unit of certification who cannot provide disaggregated estate data at the moment, aggregated estate data is acceptable.

The table below summarises the metrics to be collected and reported for each unit of certification and indicates their respective reporting period. Some of these metrics would need input from the unit of certification whereas some of them will be calculated automatically by formula in the metrics template.

METRIC	MEASUREMENT	REPORTING TIME FRAME	SOURCE OF DATA	LINK TO TOC OUTCOMES	LINK TO 2018 RSPO P&C
ECONOMIC INDICATORS					
Total production volume of FFB	Metric tonne (MT)	Annual calendar year (Jan-Dec) and 12-month period	Estate	Improved risk management	3.8.3
Total production volume of certified and non-certified FFB, broken down by scheme smallholders, Independent Smallholders, and outgrowers			Mill		
Yield (land productivity)	Total FFB produced in MT/total FFB production area in hectares	Annual calendar year (Jan-Dec) and 12-month period	Estate	Productivity optimised	7.4.1
Total production volume of certified PO and PK, and non-certified PO and PK	Metric tonne (MT)	Annual calendar year (Jan-Dec) and 12-month period	Mill	Improved risk management	3.8.3
Total sales volume of certified PO and certified PK (broken down by RSPO certified, other schemes certified, and conventional)	Metric tonne (MT)	Annual calendar year (Jan-Dec) and 12-month period	Mill	Improved risk management	3.8.3
SOCIAL INDICATORS					
Demographic breakdown for workers/labour	Total number of workers, broken down by local and non-local, contract and permanent, and gender. Total number of young workers	Annual calendar year (Jan-Dec)	Estate and Mill	Inclusive access to benefits; human rights upheld; safe and decent work	6.1.1 / 6.1.2 / 6.1.3
Training for workers and smallholders	Number of RSPO related training organised; Number of workers/smallholders receiving training, by gender.	Annual calendar year (Jan-Dec)	Estate and Mill	Safe and decent work; inclusive access to benefits	3.7.2 / 3.7.3 / 5.2.2 / 5.2.4 / 7.2.6
Inclusion of smallholders	Number of individual smallholders	Annual calendar year (Jan-Dec)	Mill	Inclusive access to benefits	5.1.8

	(scheme, independent, and outgrowers) by gender				
Lost time injury frequency rate (LTIFR)	Number of injuries x 1,000,000 ÷ total man hours worked	Annual calendar year (Jan-Dec)	Estate and Mill	Safe and decent work	6.7.5
Complaints and Grievances	Number of grievance cases recorded; number of cases closed	Annual calendar year (Jan-Dec)	Estate and Mill	Human rights upheld; ecosystems better protected; Agency and voice; Communities and companies in harmony	1.1.5 / 4.2.1 / 5.1.9 / 6.5.4
ENVIRONMENTAL INDICATORS					
Pesticide use	The number of times prophylactic use of pesticide(s) has been carried out under exceptional circumstances; the number of times pesticides classified under WHO 1a and 1b, or being listed by Stockholm and Rotterdam Conventions, is used.	Annual calendar year (Jan-Dec)	Estate	Reduced pollution; Resource use minimised	7.2.2 / 7.2.4 / 7.2.5
Freshwater usage	Cubic metres (m3)	Annual calendar year (Jan-Dec)	Mill	Resource use minimised	7.8.4
Biodiversity	HCV area in hectares; HCS area in hectares; Additional set aside river buffer that are not part of HCV/HCS areas in hectares; peatland (planted /conserved/ rehabilitated) in hectares	Annual calendar year (Jan-Dec)	Mill	Ecosystems better protected	7.12.2

The template can be downloaded from: https://rspo.org/library/lib_files/download/1440

The RSPO Secretariat is committed to improving, refining, and taking feedback into account in order to refine the accuracy and relevance of this metrics template over time. It is a live document and will be updated on a periodic basis.

Analysis and feedback from RSPO's ToC will also feed into refining this template, as the ToC is one of RSPO's main drivers for improvement.

RSPO reserves the right to update and make amendments to this version of the RSPO P&C Metrics Template once the tools, guidance, and procedures related to this template (e.g., Decent Living Wage) have been finalised.

We welcome your feedback as you use the tool. Let us know at certification@rspo.org.

2.0 2018 RSPO P&C Metrics: Definitions

2.1 ECONOMIC INDICATORS

a. Production and sales

Description: Production and sales are measured through the following metrics:

- i. Total production volume of certified and non-certified FFB
- ii. Total production volume of certified and non-certified PO and PK
- iii. Total sales volume of certified PO and certified PK
- iv. Total sales volume of certified PO and certified PK under other schemes
- v. Total sales volume of certified PO and PK as conventional

Rationale: To manage inputs for production and to ensure that the production process continues to be efficient and cost-effective, growers need to measure the performance of their production. Monitoring of certified and non-certified FFB volumes can prompt growers to investigate when there is excess of actual FFB supply from the volume estimates. Growers also have an added traceability advantage on legally sourced FFB, thereby reducing risks in the supply chain, that would then enable growers to sell CPO and PK products as RSPO certified and make the related claims.

Guidance for implementation: These metrics are recorded in the template for both the reporting time frames: (a) previous calendar year (January to December) and (b) 12 month period counting up to two months before audit month.

- Production volume of FFB refers to production of the certified estate(s) within the unit of certification. This data will be filled in under the '3.0 Annual-Estate' sheet in the template. Production volume of FFB from non-certified estate(s) is not required in the template.
- Volume of certified FFB that is diverted to other mills outside of the unit of certification under special circumstances i.e., crop diversion or mill breakdown, is still included as part of the production volume of FFB of the certified estate(s).
- Volume of certified and non-certified FFB that is received from other units of certification is not required in the template.
- Total production volume of certified and non-certified FFB of smallholders (scheme and independent) and outgrowers from the supply base of the unit of certification is required in the template. This data will be filled in under the '2.0 Annual-Mill' sheet in the template. Volume of FFB received through collection centres, agents or other intermediaries is not required in the template.

b. Yield (Land Productivity)

Description: This metric measures the **volume of FFB produced per hectare of FFB production area**. Production area refers to mature oil palms area only, as opposed to a certified area, which comprises mature and immature oil palms area, buildings and infrastructures, set aside conservation areas, and any area within the boundary of the unit of certification.

Rationale: Growers can monitor and understand the effectiveness of implementing good agricultural practices, e.g., good soil management, and optimise the use of fertilisers and pesticides to improve FFB yields. This metric provides growers with business intelligence for decision-making to replant, conduct performance management of the fields, develop innovative measures to optimise yield, and target training efforts to improve yield.

Guidance for implementation: The volume of FFB produced in metric tonnes (MT) is recorded in the template for both the reporting time frames: (a) previous calendar year (January to December) and (b) 12 month period counting up to two months before audit month.

- The FFB production volume is recorded for certified estate(s) within the unit of certification.
- The annual yield is automatically calculated in MT of total FFB produced per hectare of total FFB production area.

2.2 SOCIAL INDICATORS

a. Labour

Description: This metric measures the **number of workers** employed by the unit of certification either directly or indirectly.

Rationale: The number of workers involved in the production of palm oil provides insight into the scale of contribution of the unit of certification to the development of the local community. Disaggregating the data by gender enables an understanding of gender representation across the unit of certification, and of the optimal use of available labour. The unit of certification is also able to identify areas for improvement in inclusivity and demonstrate that all workers have equal opportunity and are treated equally (non-discrimination).

Guidance for implementation: Workers are reported as **local or non-local, permanent or contract workers**, and expressed as head count. The number of workers reported in the template shall be taken as at the end of the previous calendar year.

- **Local workers:** These refer to workers who are from the same country as the location of the unit of certification but are not transmigrant workers (refer to definition of transmigrant worker under category 'non-local workers').
- **Non-local workers:** These include migrant and transmigrant workers. Migrant workers are defined as those who cross international boundaries for the purpose of employment, and do not include those workers who move within a country for the purpose of employment. Transmigrant workers are those who migrate from one part of the country to another with a view to being employed other than on their own account.
- **Permanent workers:** These include all those paid employees who work all year round, as opposed to only during peak season. It includes full-time and part-time workers. Part-time workers work all year round but do not meet full-time equivalency standards (typically less than 35 hours a week).
- **Contract workers:** These refer to persons engaged in temporary work, or work for a specific period of time, including casual workers. It also refers to workers who are not employed directly by the company but employed by a contractor or consultant with whom the company has a direct contact.

b. Training

Description: This metric measures the number of RSPO-related training organised and number of workers and smallholders receiving training at the unit of certification.

Rationale: Capacity building linked to good agricultural practices and social and environmental best practices aims at improving field workers' performance, health and safety, and smallholders' livelihoods.

Guidance for implementation: These metrics are recorded for the previous calendar year (January to December).

- Mills and estates provide the number of RSPO-related training organised or initiated by them. It refers to training for any subjects or standards that are covered in the 2018 RSPO P&C, of which some of this training (e.g., on safety and health) are carried out in compliance with laws and regulations, or in accordance with programmes initiated by the company that are not necessarily just for RSPO.

- Total number of workers and smallholders receiving training is disaggregated by gender. These numbers are recorded regardless of the number of trainings the individual worker and smallholder has attended. For example, worker A has attended a total of three training sessions and will only be recorded as one headcount instead of three in the template.

c. Inclusion of smallholders and outgrowers

Description: This metric measures the number of smallholders (scheme, independent and outgrowers) who are involved in the production of sustainable palm oil.

Rationale: Inclusion of smallholders in the sustainable palm oil supply chain is important to ensure that they are able to achieve a sustainable livelihood. As a first step, having basic information about smallholders in the system allows the unit of certification to monitor the performance trend of FFB production by smallholders, and provide the necessary support or implement an action plan to mobilise the full potential of smallholders to both contribute and benefit from sustainable palm oil production. Even though collecting gender information might not be perfect at the initial stage, it is important for the grower to start developing a system to collect this information from now on.

Guidance for implementation: This metric is recorded for the previous calendar year (January to December).

- Mills provide the number of individual smallholders (scheme/independent/outgrowers) who are included in their supply bases, whether certified or non-certified, disaggregated by gender.
- The definitions of smallholder and outgrower are consistent with the definition in the 2018 RSPO P&C.
 - Scheme smallholder: Farmers, landowners or their delegates that do not have the enforceable decision-making power on the operation of the land and production practices; and/or freedom to choose how they utilise their lands, type of crops to plant, and how they manage them (whether and how they organise, manage and finance the land).
 - Independent Smallholder: All smallholder farmers that are not considered to be Scheme Smallholders are considered Independent Smallholder farmers.
 - Outgrowers: Farmers, where the sale of FFB is exclusively contracted to the unit of certification. Outgrowers may be smallholders.
- The number of individual and gender information is for the owner of the smallholdings or persons who have signed contracts or agreements with the mill. These numbers do not include smallholders that the mills deal indirectly through collection centres, agents or other intermediaries.

d. Lost Time Injury Frequency Rate (LTIFR)

Description: This metric measures the number of lost time injuries that occurred during the reporting period. The LTIFR will be calculated based on per one million man hours worked. The formula is as follows: (Number of injuries in the reporting period] x 1,000,000/(Total hours worked in the reporting period).

According to the International Labour Organization, an occupational injury is defined as any personal injury, disease, or death resulting from an occupational accident. An occupational accident is an unexpected and unplanned occurrence, including acts of violence, arising out of or in connection with work that results in one or more workers incurring a personal injury, disease, or death.

A case of occupational injury is the case of one worker incurring an occupational injury as a result of one occupational accident. An occupational injury could be fatal.

Rationale: The LTIFR provides many insights and benefits to the unit of certification, for example it indicates if safety performance is appropriate or lacking. Indication of poor safety performance could result in higher insurance premiums and best workers may start looking for employment elsewhere under

the belief that their safety is at risk while at work. By monitoring the LTIFR, growers are able to minimise risks associated with losing good workers, reputation, and reducing cost.

Guidance for implementation: The metrics are recorded for the previous calendar year (January to December).

- The number of injuries refers to occupational injuries that have involved lost time from work.
- The total hours worked refer to total man hours worked during the reporting period.
- LTIFR is then automatically calculated from the data provided.

e. Complaints and Grievances

Description: This metric measures the number of active cases of the unit of certification at the end of the reporting period.

Rationale: As per the 2018 P&C, the unit of certification is required to have an internal grievance mechanism that helps monitor its grievance cases and keeps parties to a grievance informed of its progress, including against an agreed time frame, and the outcome is available and communicated to relevant stakeholders. Keeping a proper record of active and closed cases is therefore an important first step. Grievance may be internal (employee) or external (including from smallholders). With this metric, the company will be able to improve risk management by ensuring that the cases are monitored and dealt with in an appropriate and timely manner.

Guidance for implementation: The number of complaint and grievance cases required in the template refer to cases that are recorded in the internal grievance system of the unit of certification.

- The total number of historical active cases refers to cases which have not been resolved and are carried forward from previous years to the reporting period.
- The total number of new cases for the previous calendar year (January to December) is recorded.
- The total number of cases that are closed within the previous calendar year (January to December), whether they are the historical active cases or new cases, is recorded.

The total number of active cases by the end of the previous calendar year will be calculated by formula.

2.3 ENVIRONMENTAL INDICATORS

a. Pesticide use

Description: This metric is recorded as:

- the number of times of prophylactic use of pesticide(s)
- the number of times of use of pesticides that are categorised as World Health Organization (WHO) Class 1a and 1b, or listed by the Stockholm or Rotterdam conventions and paraquat, are used.

For more information on WHO Class 1a and 1b active pesticide ingredients, please visit WHO's official website.

Rationale: This metric provides growers with information to monitor the use of pesticides and evaluate the effectiveness in pest control. Growers can use the information as a basis to consider more cost-effective alternatives.

Guidance for implementation: The metric is recorded in the template for the previous calendar year (January to December). Growers are required to provide justification for the usage of the above-mentioned pesticides in the metric template based on the due diligence process or condition mentioned under Indicator 7.2.5 of the 2018 RSPO P&C.

b. Freshwater usage by mill

Description: This metric measures the **volume of freshwater used by the mill** and is expressed as cubic metres (m³) of freshwater used per tonne of total palm oil produced.

Rationale: Growers can benefit from understanding existing and future water risks when developing climate adaptation strategies for water management. This helps to reduce vulnerability to climate change and be more adaptable in responding to changes in water demands.

Guidance for implementation: The volume of freshwater used by the mill refers to water use for the production of CPO and is recorded in the template for the previous calendar year (January to December). Water supplies for domestic consumption are not required in the template

c. Biodiversity

Description: The following metrics provide a background for understanding the areas of impact that are located within the management area of the unit of certification:

- **High conservation value (HCV) area in hectares**
- **High carbon stock (HCS) area in hectares**
- **HCV-HCS area in hectares**
- **Additional set aside river buffers that are not part of HCV areas in hectares**
- **Peatlands - existing peatlands that are planted³ in hectares**
- **Peatlands - unplanted and conserved in hectares**
- **Peatlands - unplanted and rehabilitated in hectares**

Rationale: Monitoring areas of outstandingly significant or critically important biological, ecological, social, or cultural values at the national, regional, or global level is important to ensure that ecosystems are conserved, protected, and enhanced for the next generation.

The 2018 RSPO P&C include new requirements to ensure the effective contribution of RSPO in halting deforestation. Determination of HCV and HCS areas will be conducted as described by the 2018 RSPO P&C (7.12.2).

Guidance for implementation: The hectareage of HCV, HCS, HCV-HCS, additional river buffer, and peatlands is recorded in the template as per the previous calendar year (January to December).

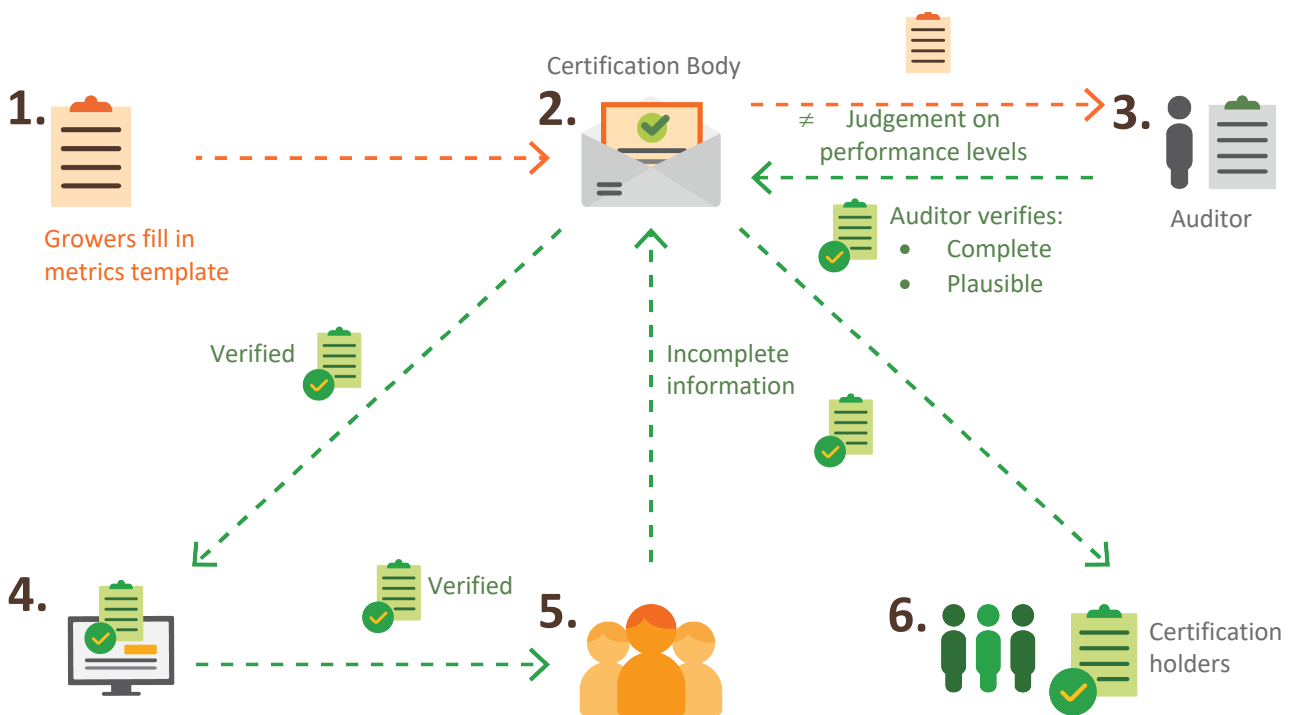
- The HCS area must be obtained from a valid integrated HCV-HCSA assessment or a valid standalone HCSA assessment (refer to indicator 7.12.2 of the 2018 RSPO P&C).
- The hectareage of peatlands required in the metrics template is for certified estate(s) within the unit of certification only, not for all estate(s) under the company. The total hectareage must be tallied with the peat inventory filled in by the certified estate(s).
- Other conservation areas are not required in the template, except for additional river buffers that are not part of the HCV areas.

³ This refers to planting on peat in existing development areas prior to 15 November 2018. After 15 November 2018, there is no new planting on peat regardless of depth (refer to Indicator 7.7.1 of the 2018 RSPO P&C).

3.0 Metrics Data Flow

The following diagram illustrates the flow of metrics data:

1. The required metrics are recorded by the unit of certification using the RSP0 P&C Metrics Template, which can be downloaded from the RPSO website.
2. The filled RSP0 P&C Metrics Template will be submitted by the unit of certification to the Certification Body prior to an audit.
3. The filled RSP0 P&C Metrics Template will be verified by an auditor for completion and plausibility during the audit.
4. The verified template will be uploaded by the Certification Body onto the RSP0 IT Platform.
5. The uploaded template will be checked by the RSP0 Secretariat for completion before approval.
6. Once approved, an audit report, including the verified RSP0 P&C Metrics Template, will be issued by the Certification Body/auditor to the certificate holder.





-  Unverified filled metrics template
-  Audit verified filled metrics template

Diagram 1: Flow of metrics data

4.0 Metrics Data Communication Overview

All metrics data collected will be aggregated to country level and anonymised for public reporting. The table below provides an overview of how the data will be analysed and reported, and the frequency of reporting.

METRICS DATA	DATA AGGREGATION LEVEL	DATA COMMUNICATED WITH WHOM	DATA COMMUNICATION METHOD	FREQUENCY
ECONOMIC INDICATORS				
Production volume of Certified Fresh Fruit Bunch (FFB)	Global	Public	RSPO website, Impact Report	Annual and/or Bi-Annual – Impact Update and Impact Report Monthly – RSPO website
Non-certified Fresh Fruit Bunch (FFB) production volume	Global	Internal	Internal reporting	Quarterly
Production volume of Certified Sustainable Palm Oil (CSPO) and Certified Sustainable Palm Kernel (CSPK)	Country Global	Public	RSPO website, Impact Report	Annual and/or Bi-Annual – Impact Update and Impact Report Monthly – RSPO website
Sales volume of CSPO and CSPK (RSPO certified)	Global	Public	RSPO website, Impact Report	Annual and/or Bi-Annual – Impact Update and Impact Report Monthly – RSPO website
Sales volume of CSPO and CSPK (other schemes certified)	Global	RSPO Board of Governors	Internal reporting	Quarterly
Sales volume of CSPO and CSPK (conventional)	Global	RSPO Board of Governors	Internal reporting	Quarterly
Yield	Global Country	Internal	Internal reporting	Quarterly
SOCIAL INDICATORS				
Number of workers/smallholders receiving training, by gender	Country	Public	Impact Update and Impact Report	Annual and/or Bi-Annual - Impact Update and Impact Report

METRICS DATA	DATA AGGREGATION LEVEL	DATA COMMUNICATED WITH WHOM	DATA COMMUNICATION METHOD	FREQUENCY
Number of individual smallholders (scheme, independent, outgrowers) supply to mill, by gender	Global Country	Public	RSPO website, Impact Report	Annual and/or Bi-Annual – Impact Update and Impact Report Monthly – RSPO website
Number of workers, by gender, local vs. non-local, permanent vs. contract	Global	Public	Impact Update and Impact Report	Annual and/or Bi-Annual - Impact Update and Impact Report
Percentage of young workers out of total workers	Country	Public	Impact Update and Impact Report	Annual and/or Bi-Annual - Impact Update and Impact Report
Lost time injury frequency rate	Country	Public	Impact Update and Impact Report	Annual and/or Bi-Annual - Impact Update and Impact Report
Complaint and grievance cases (case opened and closed)	Global Country	Public	Impact Update and Impact Report	Annual and/or Bi-Annual - Impact Update and Impact Report
ENVIRONMENTAL INDICATORS				
Pesticide use	Country	Public	Impact Update and Impact Report	Annual and/or Bi-Annual - Impact Update and Impact Report
Freshwater use by mill	Country	Public	Impact Update and Impact Report	Annual and/or Bi-Annual - Impact Update and Impact Report
Biodiversity	Country	Public	Impact Update and Impact Report	Annual and/or Bi-Annual - Impact Update and Impact Report

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.

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