

**Shared Responsibility Task Force (SRTF) Physical Meeting
Workshop Summary
Date: 29 & 30 May 2019**

Attendance List

	Name	Membership	Organisation
1.	Alagendran	Grower Malaysia substantive	Sime Darby
2.	Eza	Grower Malaysia substantive	Sime Darby
3.	Lee Kuan Yee	Grower Malaysia substantive	KLK
4.	Sian Choo Lim	Grower Indonesia substantive	Bumitama
5.	Nepomuk Wahl	Process & Traders substantive	Olenex (via call)
6.	Naoko Satuma	Retailers substantive	Aeon Day 1 (via call)
7.	Natasha Schwarzbach	Consumer Goods Manufacturer	Pepsico (via call)
8.	JT Lee	Bankers & Investors substantive	Credit Suisse
9.	Andika	ENGO substantive	WRI
10.	James Whitehead	SNGO substantive	FPP
11.	Aimee Russillo	Technical Facilitator	LiSeed Consulting
12.	Bilge Daldeniz	Technical Facilitator	Proforest
13.	Smita Jairam	Technical Team Support	Proforest
14.	Oi Soo Chin	Impacts and Evaluation Director	RSPO
15.	HS Yen	Impacts Team	RSPO

Summary of Physical Meeting

Day 1

The 2 day SRTF physical meeting kicked off on 29 May with introductions from the SRTF, RSPO Secretariat and the Technical Facilitators and the expectations of each SRTF member for this workshop.

The SRTF expressed expectations of more uptake of CSPO by creating downstream demand, support the 15 years' of the hard work of growers in producing CSPO and share certain responsibilities under P&C, define what that is for non-growers members.

The key objectives of the workshop included:

Co-create a final proposal for public consultation that integrates input and feedback from all of the membership categories. Includes:

- Shared Responsibility (SR) requirements (the WHAT or indicators)
- Implementation mechanisms (the HOW or collection mechanisms).
- Incentives and sanctions for Accountability
- Jointly identify questions for the public consultation.

Inputs to the workshop included draft SR requirements per member category, rapid stakeholder analysis of 75 interview and surveys and framing of the definition of SR. The expected output from this workshop is the Draft Consultation Document of WHAT and HOW with key considerations including ACOP, Revised SCCS, reflect the values of the P&Cs and the unique role of each member.

We reminded ourselves that the member expectations are high and reviewed risks and opportunities.

The definition of Shared Responsibility was discussed, with consensus on:

- Uptake of CSPO
- Influence different members to drive CSPO volumes
- P&C equivalent sustainability requirements

Over the day, a series of Group work was done to prioritize SR **requirements** with all 3 groups agreeing on more uptake of CSPO and promoting uptake. Discussion points centered on each member function partaking in SR.

Equally important is sustainability leadership reflected for growers in the P&Cs and captured as SR on social, economic and environmental elements. The good story of palm oil not being told to the world. Palm oil is produced sustainably. In the long term, is it processed and sold sustainably? Members should actively advocate CSPO to their respective stakeholders (of each member type)

The SRTF also reviewed the results of the 75+ survey/interviews conducted in May. Almost half of the interviews were led by members of the SRTF themselves. The main participation came from supply chain actors. The objectives of the rapid consultation were:

- Seeking inputs in this early development phase already
- Highly political and at the same time critical piece of work
- Early input allows for identifying any 'alarm bells' now
- Early input can then be used when we finalise draft 1 for public consultation
- Early input allows for first outreach even prior to public consultation, aiding development of buy-in by membership

In the afternoon, each non-grower member rep was paired one on one with a grower to make the case as to what each felt his or her sector contributes to SR and would be held accountable for.

It was basically agreed there is no need to define additional criteria for non-certified Growers members as the current process of Time Bound Plans, P&C Standards, Internal Audits and ACOP. The issue is the systems need to be made more robust.

The Non-Growers agreed to focus on commitment to increase CSPO uptake. By increasing CSPO uptake, this will indirectly ensure compliance to P&C up the supply chain. Specify palm oil only for applying P&C equivalent policies etc should be for palm oil related operations, investments etc. It is important to remember the further downstream, the actual percentage of palm oil overall reduces therefore overarching policies can enable downstream players to avoid palm oil in their systems and products to demonstrate compliance.

Day 2

Day 2 kicked off with a recap and update to define Shared Responsibility. The definition provided needs to indicate more commitment and a sense of urgency to transform the market for sustainable palm oil. A proposal for the SR definition was debated and agreed upon that included both Shared and Differential requirements

SHARED RESPONSIBILITY IS THE SET OF SHARED BUT DIFFERENTIAL* RESPONSIBILITIES RSPO MEMBERS MUST COMMIT TO FOR ACHIEVING THE VISION “TO TRANSFORM MARKETS TO MAKE SUSTAINABLE PALM OIL THE NORM”.

MEMBERS HAVE SHARED SUSTAINABILITY REQUIREMENTS AND OBLIGATIONS ACROSS ALL MEMBER CATEGORIES REFLECTING THE CORE VALUES OF THE P&CS TO PROACTIVELY DEMONSTRATE LEADERSHIP IN SECTOR TRANSFORMATION, AND TO INFLUENCE AND MOBILIZE ACTORS AND RESOURCES, BECOMING CATALYSTS FOR CHANGE.

MEMBERS HAVE DIFFERENTIAL REQUIREMENTS AND OBLIGATIONS ENCOMPASSING THE UNIQUE ROLES OF DIFFERENT MEMBER CATEGORIES IN CONTRIBUTING TO THE SHARED VISION THAT SUSTAINABLE PALM OIL IS THE NORM. THIS INCLUDES EMBRACING AND USING SUSTAINABLE PALM OIL THEMSELVES AND PROMOTING AND ADVOCATING SUSTAINABLE PALM OIL TO THOSE THEY DIRECTLY INFLUENCE.

The Excel working file was reviewed in small group work to come up with a draft recommendation of shared and differential requirements. There was broad consensus with a few areas where the SRTF did not reach full consensus and determined to put that into the public consultation.

These included:

Legality of Third Party Contractors – while important, there was not consensus if this should be a priority for SR at this time and the additionality to drive impact. Most supply chain members noted they already do this.

Volumes – all agreed on 100% CSPO uptake, but not on whether there should be a requirement for 100% physical CSPO, citing smallholders and SH credits, small supply chain actors and new regional markets specifically

Shared Responsibility is Commitment to SR requirements and Commitment to Reporting.

The last Group work focused on defining Incentives and Sanctions, also covering mechanisms for verification which was then debated and consensus agreement was that to achieve the norm, an inclusive approach was needed, so focusing on incentives and not creating barriers (administrative or costs). This is particularly important for smaller organizations. A set of Sanctions and Incentives were proposed to include in the public consultation narrative document.

The discussion on Shared Responsibility Verification centered on leveraging existing systems, including the membership application, ACOP and the SCCS. Verification of volumes is done with reconciliation of ACOP reporting with PalmTrace data, and verification at large. Resourcing should be put in place for the verification process. Timebound plans must be mandatory and independently verified.

As the 2 day workshop drew to a close, the next steps were defined. This included creating workshop detailed notes and summary, revised Excel with SR requirements per member category, follow up with P&T, CGM and development of strategy with Retailers and preparation of a narrative draft Recommendations document for public consultation 13 June to 13 July.

The closing remarks from all SRTF members present emphasized the need to focus on market transformation through increased demand, ensure that the recommendations are inclusive and don't create barriers for small organization.