

Minutes of Meeting

1st Standards Standing Committee Meeting

19.08.2019

via Webex Call

Name	Organisation	Constituency
Present:		
1. Anne Rosenbarger	World Resources Institute	Environmental Non-Governmental Organisation
2. Lee Kuan Yee	Kuala Lumpur Kepong Berhad	Oil Palm Growers
3. Lim Sian Choo	Bumitama	Oil Palm Growers
4. Ian Orell	New Britain Palm Oil Limited	Oil Palm Growers
5. Sato Koji	KAO Corporation	Consumer Goods Manufacturers
6. Julia Majail	RSPO Secretariat	
7. Ashwin Selvaraj	RSPO Secretariat	
8. Kamini Vesvananthan	RSPO Secretariat	
Absent with apologies:		
1. Olivier Tichit	Musim Mas Group	Oil Palm Growers
2. Michael Guindon	Zoological Society London	Environmental Non-Governmental Organisation
3. Paula Den Harto	Rainforest Alliance	Social Non-Governmental Organisation

No	Description	Main Discussion Points	Action Items	Progress Updates
1.	Opening and Welcome Note	<ul style="list-style-type: none"> - MG and OT were absent with apologies - JM led the meeting as AR was not well - Sato Koji from Kao Corporation Japan was announced as the newest member of the SCC - It was mentioned that documents should always be sent in advance as they are voluminous 		

2.	Housekeeping	<p>i. Overall Membership Composition :</p> <ul style="list-style-type: none"> - The current membership current status was shared with everyone - The Smallholder seat is still vacant - The current co-chairs were appointed as interim co-chairs - The overall membership needs to be confirmed and the Smallholder seat should be filled soon - BoG members should not make up more than 50% of the SCC membership - Smallholder seat candidate has been reached out to but no response - Social NGO seats also need to be filled - Volunteer members of SCC have been endorsed - Since there is a strong request from the growers side, a co-chair has to be a grower and another can come from any other sector if Olivier no longer becomes a member - AR would consider stepping down but would need to get input from other NGOs - It was proposed that the group members be given time to discuss and come back at the next meeting with a nomination for a co-chair from the growers side - AR and OT would need to decide who should step down as co-chair between them, by the next meeting - The new composition would need to be endorsed by the BoG - It would be good to know who will be available to be the chair from the growers side and then that would be taken to the BoG - Board to endorse the chair and the ToR during physical meeting on the 6th of September <p>ii. ToR :</p> <ul style="list-style-type: none"> - The ToR of the SCC has been sent to the members. ToR has been approved by the BoG meeting. - Approval of the document needs to go through all members here. - Need endorsement of the BoG 	<ul style="list-style-type: none"> - Secretariat to continue outreach for the vacant seats 	
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		<ul style="list-style-type: none"> - Need to bring the issue of the discussion of the chair to the BoG. So need to discuss with the BoG - When it comes to SH matters, this SC will oversee the standards aspect in relation to the scope and processes of the same. - Agreement: based on consensus. <p>iii. Code of Conduct :</p> <ul style="list-style-type: none"> - SCC members to send back signed COC by the end of this month to JM 		
3.	Review of Current WGs/TFs and SCC	<ul style="list-style-type: none"> - It was proposed that this agenda be brought forward to the next meeting - The discussions during the 6th September meeting will mainly focus on the structure, workings of WGs/TFs etc (the current composition and structure of WGs and TF should be aligned to the ToC and objectives of the organisation) 		
4.	Discussion on Documents for Review / Endorsement by the SCC	<p>i. Document Review:</p> <ul style="list-style-type: none"> - Although some SCC members have been on WGs/TFs that were working on the documents, there is no conflict of interest as the documents are not meant for commercial purposes - The SCC will only review the documents from a content perspective, in relation to the process and what was set out in the original review and what has been originally set out - The objective of the review is not to rehash the content of the documents, unless it goes against what was already agreed upon - SCC to check on the scope of the documents - JM shared a form that the document proponents will have to fill up before the document is brought to the SCC. - The SCC is to discuss the “sticky issues” if the decision reached in the WG/TF is not aligned with the P&C - The RSPO Secretariat need to highlight “sticky issues” as potential roadblocks before the SCC members discuss and come up with a context for these issues 		

		<ul style="list-style-type: none"> - The SCC members should not really focus on any decisions made but more on the impacts of those decisions <p>ii. ISH Standards :</p> <ul style="list-style-type: none"> - SCC members went through the form attached for the process of development of the standard - One “sticky issue” highlighted was the HCSA inclusion, which was not included in the form when there was a discussion to include this in the standard. - For now, it has been decided that the HCV app is used although moving forward, there will be a discussion on a HCSA tool development - On the applicability issue of FPIC, there was a discussion with Marcus on the applicability - The Secretariat has communicated the decision of the SHIG and Marcus is clear on the position of the SHIG in relation to the applicability of the standard to ISH - There were 3 Public Consultations done and the comments were discussed during the SHIG meetings - All the comments raised at the Public Consultations have been addressed by the SHIG - The HCSA have been consulted on its inclusion in the ISH standard - The support folder has mentioned the guidance documents which will need to be developed to accompany the standard - Some guidance documents will need TFs, which have been formed - The timeline for the development of these guidance documents should be added into the reporting template - It is suggested that these TFs team up when there is a need for these documents to be developed further in the future - There is a concern that there is scope for medium sized groups to come via the ISH standards and there were gaps identified in the 3rd public consultation 	<ul style="list-style-type: none"> - The SCC members to read the document by the end of Thursday (22nd August) and comments will be provided via email, and send it to BoG by Friday (23rd August) 	
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		<ul style="list-style-type: none"> - The position of SHIG as well as the safeguards that were put in place, have been explained to Marcus and the HRWG - A group needs to follow up on the ToRs of the sub-groups/TF and the ToRs will need to be endorsed on a provisional basis - The ISH-RACP, ISH-FPIC will report to both the Standards and SH Standing Committees - The determination of the reporting structure was suggested to be determined later. <p>ii. NI :</p> <ul style="list-style-type: none"> - The “sticky issues” for the MY NI will need to be reviewed, and it will be better to invite co chair of the MYNI WG to explain the proposals on the issues - Given that there are no Social NGO representatives in the group, it will have to be sent to them for their input and there should be ample time for this - It will be hard for the companies to comply with the DLW requirement given that there is no benchmark currently - As the DLW was developed with the phased implementation, it needs to phased out properly - It was decided to push the deadline for approval by the BoG as this does not require GA endorsement 	<ul style="list-style-type: none"> - Review the checklist for the NI by email by Thursday. - AR to follow up with the Social NGOs together with LKY to discuss the issues - SCC members to have a separate call to discuss the MYNI together with the MYNI co-chairs to explain the proposal 	
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5.	AOB	<p>Next meeting :</p> <ul style="list-style-type: none"> - It was agreed that the meeting on the 6th of September will be a virtual one - The documents will need to be provided one week ahead of the conc-call at the end of September - These documents should include the timeline for documents as well (endorsement process) - Documents to go for resolution: <ul style="list-style-type: none"> - ISH Standards - Jurisdictional Approach (this will need to go one week before) - 4.1, 4.2 and 4.3 needs to be looked at first in the sense of priority 	<ul style="list-style-type: none"> - JM to send a poll for dates of meeting 	
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