

MINUTES OF MEETING

Smallholder Standing Committee #15

Time : 1930- 2100 (MYT)
Date : Meeting #15 Tuesday, 31/05/2022
Venue : Zoom Room 2 / Conference Call

Attendees:

Name	Initial	Organisation	Representative Category	Attended Yes/No
1. Lee Kuan Chun	LKC	P&G	CGM - Substantive, Co-Chair	Yes
2. Marieke Leegwater	ML	Solidaridad	Social NGO - Substantive, Co- Chair	Yes
3. Rob Nicholls	RN	PT Musim Mas	Processor & Trader - Substantive	Yes
4. Marie Antoinette	MA	HOFER Kg	Retailer - Substantive	
5. Ivan Novrizaldie	IN	Asian Agri	Oil Palm Grower (INA) - Substantive	
6. Eleanor Spencer	ES	ZSL	Environmental NGO - Substantive	Yes
7. Ian Orrell	IO	NBPOL	Smallholder (PNG) - Substantive	Yes
8. Narno Sayoto Irontiko	NA	Asosiasi Amanah	Smallholder (INA) - Substantive	
9. Johan Verburg	JV	Rabobank	Financial Institution - Substantive	No
10. Kalindi Lorenzo*	KL	Planting Naturals	Oil Palm Grower (RoW)- Substantive	Yes
11. Narendra Mohan	NR	WWF	Environmental NGO - Substantive	Yes
12. Sharyn Suffian	SS	WildAsia	Smallholder (Malaysia) - Substantive	Yes
13. Ahmadou Cisse	AC	Solidaridad Côte d'Ivoire	Smallholder (Africa) - Substantive	No
14. Jorgen Coronel	JC	Oleopalma (Mexico)	Smallholder (LatAm) - Substantive	
15. Rukaiyah Rafik	RR	Setara Jambi	Smallholder (INA) - Alternate	

Secretariat Team or Other Invitees			
Guntur Cahyo Prabowo	GCP	SH Unit RSPO	
Krishnabalan Jeyabalan	KJ	SH Unit RSPO	
Kertijah Abdul Kadir	KAK	SH Unit RSPO	
Nizar Wicaksono	NW	SH Unit RSPO	
Yeoh Zhi Lin	YZL	SH Unit RSPO	

Agenda

Time	Topic
7:30 – 7:35 pm	1. Welcome and Introduction <ul style="list-style-type: none"> • RSPO Antitrust laws • RSPO Consensus-based decision making • Declaration of Conflict of Interest • Acceptance of Meeting Agenda
7:35 – 7:45 pm	2. Adoption of Meeting minutes #13 & 13.5(Annex 1) and Update on Action Points
7.45 - 8.00 pm	3. SHSC Membership Status Update
8:00 – 8:20 pm	4. <i>[Q&A Session]</i> based on Updates from Secretariat (refer Annex 2) <ul style="list-style-type: none"> • Membership, certification and market uptake data (including trends) • Livelihoods programme • Report on Smallholder Dialogue 2022 • Progress Update on the Development of Simplified FPIC Approach • Progress Update on the Development of Simplified Combined HCV-HCS Approach • Financial Assistance - Membership Fee Waiver and Hardship Fund for ISH • Regional highlight
8.20 - 8.40 pm	5. [Progress Update] P&C review process and integration of RISS review
8.40 – 8:55 pm	6. [Discussion] RSSF Governance Policy for BoG Endorsement
9:15 – 9:30 pm	8. AOB <ul style="list-style-type: none"> • Next meeting date • Stakeholder Consultation for RISS Review

DISCUSSION:

No.	Description	Action Points (PIC)
1.0	Welcome and Introduction	
	<p>The Chair welcomed everyone and presented the agenda. No comments were made and the agenda was accepted.</p> <p>The RSPO Antitrust Guidelines were read out to the members of SHSC. All members attending were reminded that the Committee uses consensus-based decision making, and any Conflicts of Interest (CoI) should be declared.</p>	
2.0	Adoption of Meeting (Annex 1) and Update on Action Points	

	<p>KAK apologized for the oversight of the Secretariat to provide the minute of meeting for #14 on time. The minute for #14 and #15 (this meeting) will be provided accordingly in the next SHSC meet.</p>	
<p>3.0 SHSC Membership Status Update</p>		
	<p>KAK highlighted the remaining substantive vacancies in the SHSC membership as of May 2022 i.e. for Grower (Malaysia), Social NGO and Smallholder (Thailand) and for Africa, since Ahmadou has left Solidaridad West Africa. ML noted this and suggested that these vacancies should be shared on the RSPO website. Suggestion was supported by IO.</p>	
<p>4.0 [Q&A Session] based on Updates from Secretariat (refer Annex 2)</p>		
	<ul style="list-style-type: none"> ● Membership, certification and market uptake data (including trends) No major comments. ● Livelihoods programme No major comments. ● Report on Smallholder Dialogue 2022 No major comments. ● Progress Update on the Development of Simplified FPIC Approach No major comments. ● Progress Update on the Development of Simplified Combined HCV-HCS Approach No major comments. ● Financial Assistance - Membership Fee Waiver and Hardship Fund for ISH No major comments ● Regional highlight In relation to the recent MoU signing to support smallholders in ISPO & RSPO certification, RN stressed that a lot of follow up need to be done on good initiatives by associations to ensure ongoing supports and relationship (eg ongoing field assistance, continuous funding etc), not just at the kickstart. GCP further added that the MoU has attracted IDR 1.2 trillion investment from the Jambi government for certification readiness. In terms of implementation, to smallholders this may mean a combined audit that would save costs. <p>No other major comments or queries were raised except some clarification questions.</p>	
<p>5.0 [Progress Update] P&C review process and integration of RISS review</p>		
	<p>KJ shared the proposal by the Secretariat to SHSC on how to ensure smallholders are included in the review process. The SHSC collectively agreed that (a) a dedicated SH TC is to be established; and (b) TF is to provide high-level overarching guidance.</p>	

Respecting the governance structure and procedure of the 2023 Standards Review Process, while ensuring sufficient focus and attention are given to the SH and the ISH Standard; the following actions are to be taken:

- To record and share SHSC’s concern to Standard Standing Committee (SSC), SG and TF, with strong proposal to establish a dedicated TC on SH.
- Member of SHSC sitting on TF to support the establishment of SH TC.
- The Secretariat CEO (JD) and co chairs of the SHSC committed to reflect the needs and priorities of the SH through the SG.
- Self nomination (expression of interest) from SHSC to sit on SH TC.
- SHSC to provide recommendations on SH representatives (across different geographical areas) to sit on SH TC

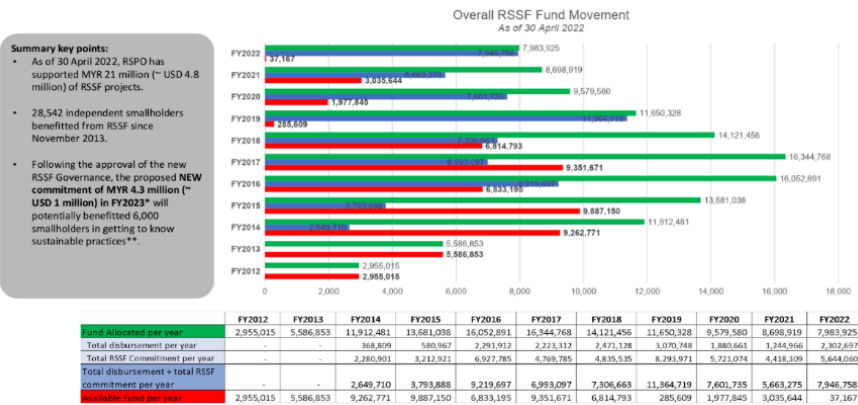
Discussion about who (among the SHSC members) able to sit in the TF representing SH and Technical Committee were further elaborated. For SH technical committee, members were encouraged to provide reference name(s) to Secretariat to reach out directly.

Post meeting update: RR and SS sits in TF as substantive for Grower (SH) seat, and Hiew and Alfred for Grower (medium) seat.

While IO were in SH Tech. Committee.

5.0 [Discussion] RSSF Governance Policy for BoG Endorsement

ML highlighted that the work on revising the RSSF Governance Policy has been initiated since a while. Now we are targeting to have this policy endorsed by BoG in the coming June 2022 meeting.



GCP elaborated on the fund movement chart above. He highlighted that the balance fund (red bar) for FY2022 is almost fully disbursed. The proposal to BoG is to request for USD 1 million per year for the following 3 years. Based on the revised governance policy, the RSSF will be opening for 2 more thematic funding ie certification readiness and livelihood, apart from the one-off audit cost projects. Submissions for the livelihood and certification readiness projects will be based on our coordinations with the managers in Africa, Latin America in Thailand and Malaysia. KL enquired what was the total amount of RSSF funding for the previous 2 years (2021 and 2020) as this that was written into the original statement of RSSF revenue, and will help to see whether the 10% revenue or USD 1 million will be sufficient for RSSF. GCP clarified that the 10% revenue for RSSF has stopped since 2018. Anyway, RSSF has been receiving the 10% since 2013 until 2017 and the highest

Post meeting update: in June 2022, BoG endorsed

	<p>numbers is between 2.6 million to 6.3 millions in Ringgit (MYR) which is around 1 to 1.5 million USD anyways. ML enquired about the timeline for open application for RSSF for certification and livelihood. KAK responded that the possibility is 3 months after BoG approval depending on Secretariat’s resources (new headcount) to manage RSSF specifically and confirmation on who sits in the RSSF Fund Panel.</p>	<p>the revised RSSF Governance Policy and approved the allocation of USD1 million annually - with provision of annual implementation plan.</p>
<p>6.0 AOB</p>		
	<p>KAK announced the departure of YZL for a new career outside RSPO and the SH Unit is left with only 3 staff (KAK, GCP and KJ). In response to ML enquiry about RT2022, and KC’s point on taking the opportunity of international crowd coming for RT, the Unit will try its best to organize an Linking& Learning event for smallholders and will update Co-Chairs accordingly.</p>	

Meeting ended 2105

ABBREVIATIONS

ASA	Annual Surveillance Assessment
CSPO	Certified Sustainable Palm Oil
FFB	Fresh Fruit Bunches
FPIC	Free, Prior and Informed Consent
HCS	High Carbon Stock
HCV	High Conservation Values
ICS	Internal Control System
ISH	Independent Smallholders
MoM	Minutes of Meeting
MS	Milestone
NDTF	No Deforestation Task Force
RaCP	Remediation and Compensation Process
RISS	RSPO Independent Smallholder Standard
RSEP	RSPO Smallholder Engagement Platform
RSSF	RSPO Smallholder Support Fund
SCPOPP	Sustainable and Climate-Friendly Palm Oil Production and Procurement
SHSC	Smallholder Standing Committee
STA	Smallholder Trainer Academy