

RSPO CB INTERPRETATION FORUM

DAY 1: 23 AUGUST 2022



Updates from RSPO Secretariat (Certification Unit)

Muhammad Shazaley Abdullah
Head of Certification



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Announcement(s)

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News & Events

- RSPO RT2022 (Kuala Lumpur)
- RSPO Standards Review 2023 updates

Updates

- Complaint Panel Decision on FGV
- RSPO-ASI Peer Reviewer Training

AOB

- Question & Answer
- Please prepare your questions for discussion
- <https://app.sli.do/event/rW2hs7AhQmXjzcVeP4JPsb/live/questions> (use SLIDO Code: #1231166)

SLIDO Code: #1231166



slido

<https://app.sli.do/event/rW2hs7AhQmXjzcVeP4JPsb/live/questions>

SCAN ME

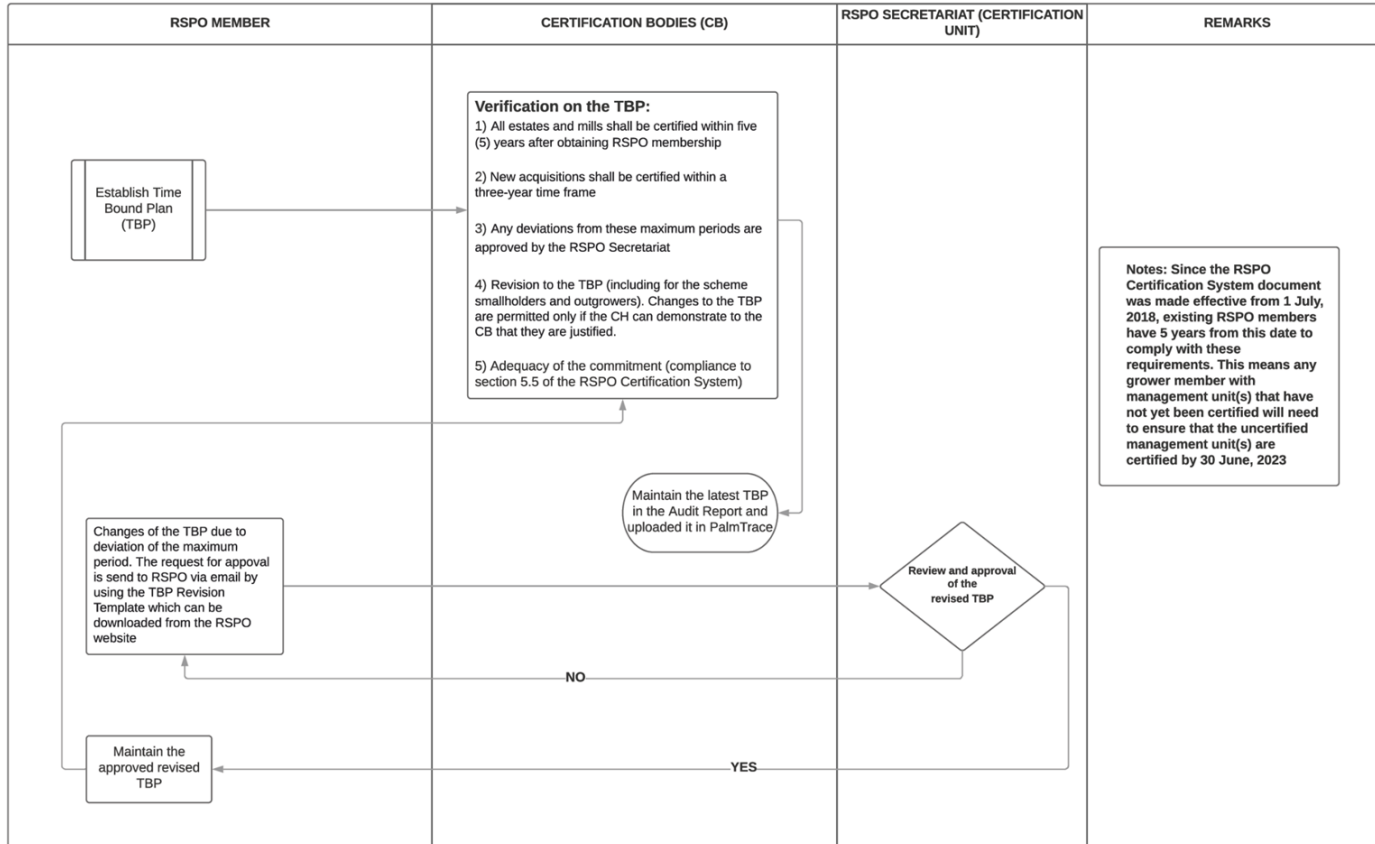


RSPO Announcement for TBP Revision



- Clause 5.5.2 of the P&C Certification System (12 November 2020):
 - TBP shall contain a current list of all estates and mills.
 - All estates and mills shall be certified within five (5) years after obtaining RSPO membership.
 - Any new acquisitions shall be certified within a three (3) years time frame.
 - Any deviations from these maximum periods require approval by the RSPO Secretariat.
- Use Time Bound Plan Revision template when requesting approval for any deviation from the maximum periods (up to **30 Jun 2023**).
- The request are directed to the RSPO Secretariat (Certification Unit) via email (certification@rspo.org)
- The revision of the TBP is supported with a strong justification from the management unit.

RSPO Announcement for TBP Revision





Interim Measure on Indicator 2.3.2

- Some certified members having difficulties to meet the November 2021 deadline to fulfil the requirement of Indicator 2.3.2 of the 2018 RSPO Principles & Criteria (P&C):
“For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator 2.3.1:
 - *Information on geo-location of FFB origins*
 - *Proof of the ownership status or the right/claim to the land by the grower/smallholder*
 - *Where applicable, valid planting/operating/trading license, or is part of a cooperative which allows the buying and selling of FFB.”*
- Annex 4 of the 2018 RSPO P&C states - Where the unit of certification has smallholder suppliers:
 - For existing RSPO certified mills: the time requirement to fulfil this Criterion for all their smallholder suppliers is by **November 2021***
 - For mills that are not yet certified/mills going for the first certification: the time requirement is three (3) years from initial point of certification for their smallholder suppliers.

Interim Measure on Indicator 2.3.2



- The time requirement for the following National Interpretations (NI) varies according to the endorsement date by the BoG.
 - Malaysia: 3 years from 15 November 2019 (i.e. 15 Nov 2022)
 - Indonesia: 3 years from 15 November 2018 (i.e. 15 Nov 2021)
 - Sierra Leone: 2 years from November 2021 (i.e. Nov 2023)
 - Nicaragua: 3 years from November 2021 (i.e. Nov 2024)
 - Ecuador: 3 years from 15 November 2021 (i.e. 15 Nov 2024)
- RSPO SSC and ASC have deliberated and provided Interim Measure which effective immediately (15 Feb 2022) until the next revision of the P&C is endorsed and adopted at 20th General Assembly in November 2023.



Interim Measure on Indicator 2.3.2

- All RSPO certified companies who were unable to fulfil the requirement by November 2021 must **REGISTER THEIR CASE with the RSPO Certification Unit** by sending an email to certification@rspo.org by **31 March 2022**** with the Subject: “**Indicator 2.3.2 Case Register [company name]**”.
- The **email must include** the following information:
 - Name of parent company holding the RSPO membership number
 - RSPO membership number
 - Name of certified units
 - RSPO PO_ID number

****Note:**

- The 31 March 2022 deadline applies to all growers’ **members who have been implementing the generic 2018 P&C** in 2020/2021 and have been unable to meet the November 2021 deadline.
- For the **NIs**, the deadline to register the case is the same for the transition period (e.g., for the Malaysia NI, the deadline to register is **15 November 2022**).

Interim Measure on Indicator 2.3.2



- Once the case is registered, **companies must submit the data and plan to the Certification Bodies (CBs)** prior to the upcoming assessment:
 - **Implementation progress and challenges:** report with evidence the status of compliance detailing the total number of indirect FFB suppliers with the number of indirect FFB suppliers whose evidence (as per Indicator 2.3.1) obtained and those yet to be obtained.
 - **A stepwise plan** that outlines the actions and projected timeline towards complete fulfilment of the Indicator 2.3.2 requirement. This final deadline for 100% compliance of Indicator 2.3.2 as stated in the **plan must not go beyond November 2023.**
- The CBs shall then use the submitted data and plan to evaluate the companies' progress in meeting the requirement of Indicator 2.3.2 during the upcoming Surveillance or Recertification Audits.
- **Failure to fulfil the requirement of Indicator 2.3.2 by November 2023** for registered cases will result in a major non-compliance raised by the CBs, which may lead to suspension of the certificate.

Resolution GA 18.2C vs Indicator 2.3.2



RSPO has appointed **PROFOREST** as the consultant to conduct the study on the comprehensiveness of RSPO MB Model.

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Roundtable on Sustainable Palm Oil

Resolution GA18-2c

Proposed Resolution to be adopted at the 18th General Assembly (GA18) of RSPO Members

2 December 2021

TITLE: Enhancing the robustness of the RSPO Mass Balance model to accelerate uptake of Certified Sustainable Palm Oil

Submitted By: WWF International, Zoological Society of London, Henkel AG & Co. KGaA, Beiersdorf AG, Evonik Industries AG, Croda International PLC, Orkla ASA, Natura & Co Holding S.A, Societe D Exploitation De Produits Pour Les Industries Chimiques Seppic (SEPPIC), Clariant International Ltd, L'Oreal

| Activities & Deliverables | Timeframe |
|---|---|
| Project kick off: final agreement of detailed workplan | Week of 11 th July 2022 |
| Membership survey | 19 th July -2 nd August |
| Research & draft findings (Activity I) | mid July- mid Aug 2022 |
| Draft 0 sent to RSPO for written comments | Mid Aug |
| Key stakeholder follow up interviews | Mid-end Aug |
| Briefing for RSPO & Proforest comms colleagues for early directions | Early Sept 2022 |
| Comments analysed & Draft 1 sent & Workshop* with RSPO Secretariat to get feedback on draft findings | Mid Sept 2022 |
| In parallel: present to RSPO committees & 3 outreach webinars to membership | Mid Sept 2022 |
| Draft recommendations finalized (Activity II) | End Sept 2022 |
| Info session at RT prior to GA | Nov 2022 |
| Draft communication strategy (Activity III) | Nov 2022 |
| Workshop* with RSPO to provide feedback on draft comms strategy | Nov/Dec** 2022 |
| Incorporate feedback and finalize Communications Strategy | Dec 2022 |

Resolution GA 18.2C vs Indicator 2.3.2



Your input matters!

- The challenges of the practical implementation of criterion 2.3 on the ground?
- The feedbacks on the interim measures for fulfilment of I2.3.2 on legality of indirect FFB supplies: implementation progress and challenges of the status of compliance & the action plan to fulfil Indicator 2.3.2?
- What are the challenges in verifying compliance?
 - (a) for directly sourced FFB (Smallholder/grower) - C2.3.1
 - (b) for all indirectly sourced FFB (dealers/traders/collectors/transporters/agents) - C2.3.2

Contingency RSPO Audit Procedure



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Contingency RSPO Audit Procedure

FOR RSPO PRINCIPLES AND CRITERIA (P&C) AND INDEPENDENT SMALLHOLDER (ISH) STANDARD

Version 2

This procedure is only applicable when a force majeure event prevents the audit team from conducting field verifications.

Approved by Assurance Standing Committee on 22 October 2021



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CONTINGENCY RSPO AUDIT PROCEDURE FOR SUPPLY CHAIN STANDARD

Version 2

This procedure is only applicable when a force majeure event prevents the audit team from conducting site verifications.

Contingency RSPO Audit Procedure



- These procedure(s) is only applicable during **force majeure events**.
- CBs must retain all related evidence of security warnings or instructions from authorities, companies, and/or any other form of evidence deeming it to be high risk for lead auditors and company staffs, in order to justify cases why an on-site audit is not possible.
- All evidence must be retained for at least five (5) years or one (1) certification cycle.

Force Majeure

Situation such as war, riots, fire, flood, hurricane, typhoon, earthquake, lightning, explosion, strikes, lockouts, slowdowns, pandemics that prevents the audit team from conducting site verifications.

Contingency RSPO Audit Procedure



- Effective Dates:
 - RSPO P&C: 11 April 2022 (<https://rspo.org/news-and-events/announcements/date-of-full-implementation-of-contingency-rspo-audit-procedure-version-2>)
 - RSPO SCCS: 1 September 2022 (<https://rspo.org/news-and-events/announcements/contingency-rspo-audit-procedure-for-supply-chain-standard--updated-version>)

RSPO RISS 2019 (INA-NI)



- Endorsed by the RSPO Board of Governors (BoG) on 14 Feb 2022 and effective immediately after 17 June 2022.
- With the endorsement, the **definition of smallholders for Indonesia** is as follows:
 - They are **NOT a scheme smallholder**.
 - The **threshold land size** of ISH in Indonesia is **20 ha**.

This threshold refers to the cumulative agricultural land of legal ownership by individuals and/or a nuclear family that is stipulated under the Indonesian Government Regulation (PerPPU) No. 56/1960 regarding the threshold Determination of Agricultural Land and Minister Agrarian Regulation (PerMen) No. 18 Year 2016.
 - The max. threshold of land area for oil palm will be further limited for ISH who also utilise their land to cultivate other crops **should not exceed 20 ha**.

PerPPU No 56/1960 stipulates that legal ownership by an individual and or a nuclear family on the cumulative threshold for oil palm and other crops combined should not exceed 20 ha



RSPO RT2022 KUALA LUMPUR



 **RT2022**
AN EVENT BY **RSPO**
Kuala Lumpur, Malaysia

SCALING UP THE SUSTAINABLE PALM OIL VALUE
CHAIN THROUGH COLLECTIVE ACTION

**REGISTER NOW FOR
EARLY BIRD OFFER**

www.rt.rspo.org

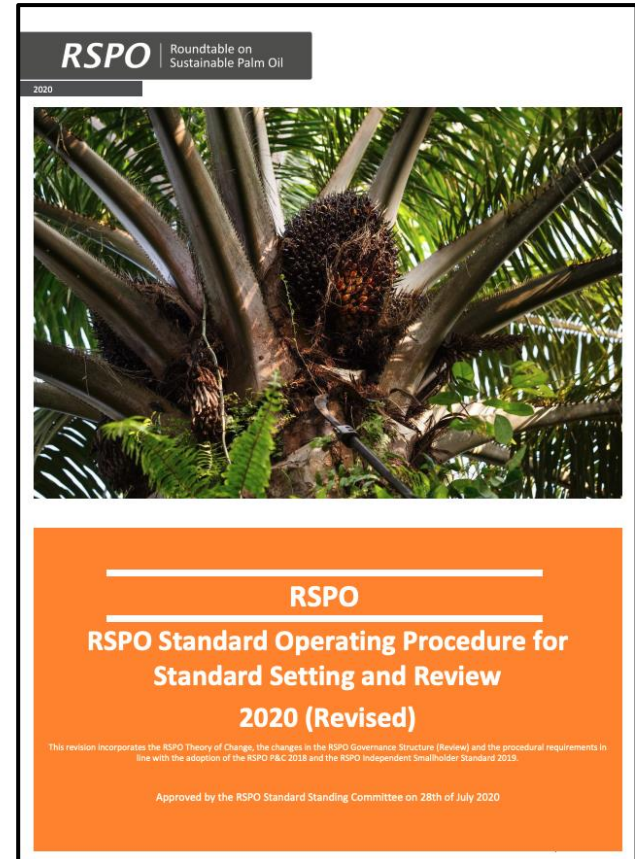
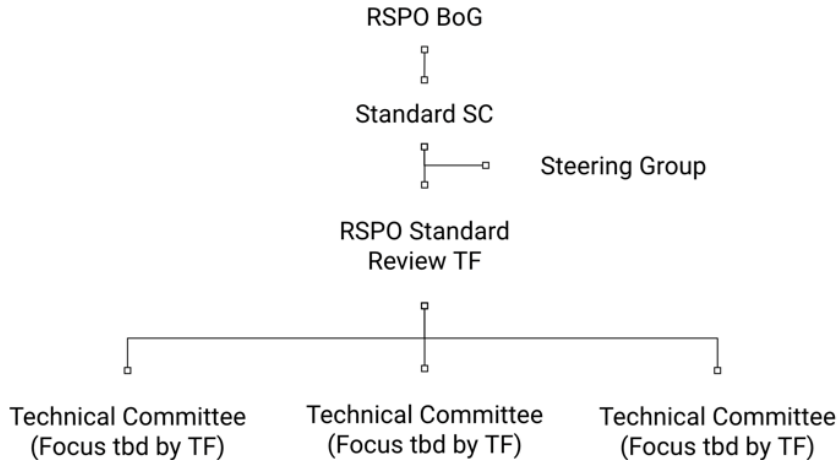
28 November - 1 December 2022
Shangri-La Kuala Lumpur, Malaysia



- Location: Shangri-La Kuala Lumpur, Malaysia
- 19th General Assembly of RSPO Members (GA19): 1 Dec 2022
- More information on RT: <https://www.rt.rspo.org/>
- Register now at www.rt.rspo.org to enjoy early bird rates while they last!

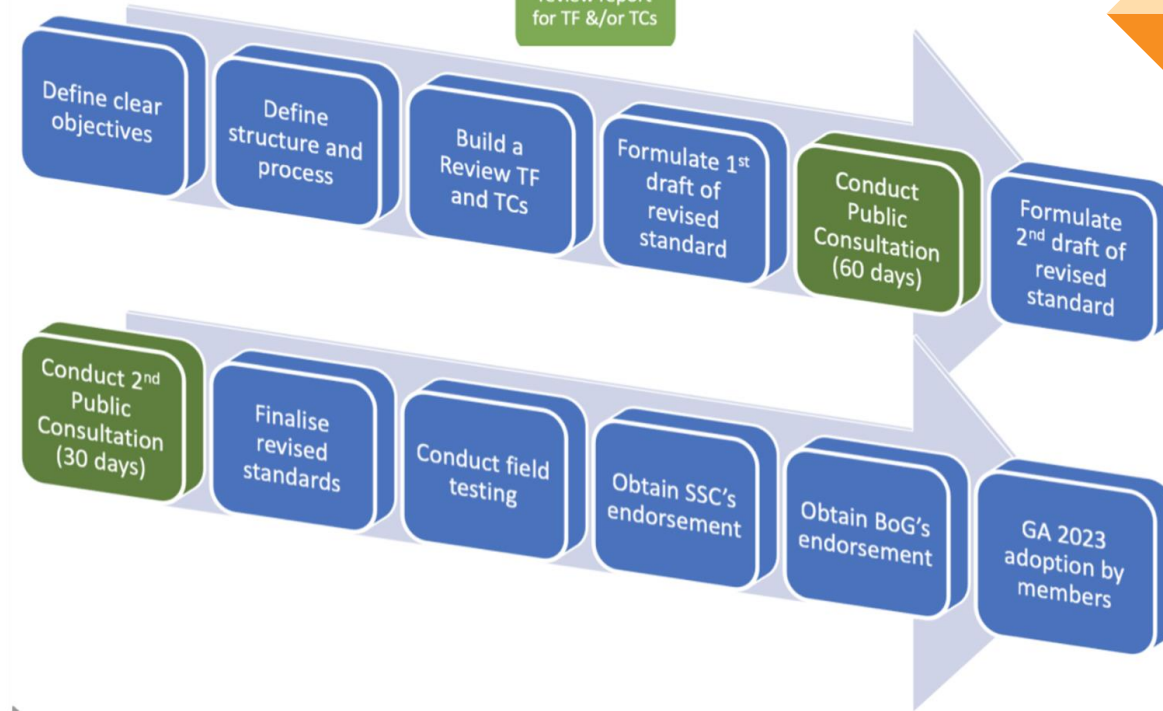
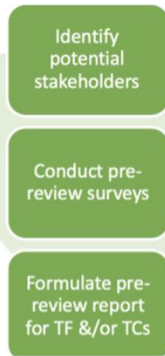
RSPO P&C Standards Review Updates

- SOP for Standards Review:
https://www.rspo.org/library/lib_files/preview/1265
- Terms of Reference (ToR) for Standards Review:
https://rspo.org/library/lib_files/preview/1737
- Governance Structure for Standard Review:



Targeted Milestones

- Apr'22 - 1st TF meeting
- May'22 - 1st TC meeting
- Aug'22 - 1st consultation
- Feb'23 - 2nd consultation
- Aug'23 - SSC endorsement
- Oct'23 - BoG endorsement
- Nov'23 - GA adoption



RSPO P&C Standards Review Updates



- Standards Review Timeline:



RSPO P&C Standards Review Updates



- Standards Review Steering Group:

Standards Review Steering Group

| NO | NAME | ORGANISATION | STANDING COMMITTEE |
|----|-------------------|------------------|--------------------|
| 1 | LEE KUAN CHUN | Procter & Gamble | SMALLHOLDER SC |
| 2 | MARIEKE LEEGWATER | Solidaridad | SMALLHOLDER SC |
| 3 | OLIVIER TICHIT | Musim Mas | STANDARD SC |
| 4 | LIM SIAN CHOO | Bumitama | STANDARD SC |
| 5 | AGUS PURNOMO | Golden Agri | ASSURANCE SC |
| 6 | KAMAL SETH | WWF Singapore | ASSURANCE SC |
| 7 | EDDY ESSELINK | MVO | MARKET DEVELOPMENT |
| 8 | ANITA NEVILLE | Golden Agri | MARKET DEVELOPMENT |
| 9 | JOSEPH D'CRUZ | RSPO Secretariat | |

- Standards Review Task Force:

STANDARD REVISION 2022-2023 TASK FORCE

Who

The TF will comprise 24 RSPO members with balanced representation between growers (12), supply chain (6) and NGO (6) members.

Roles

The TF will assign tasks to, and receive proposals from, a range of thematic TCs and thereafter make consensus recommendations regarding the standard's content and revision to the SSC.

Member Appointment

Each of the seven stakeholder groups nominated a representative and alternative, both RSPO members, to serve on the TF.

RSPO P&C Standards Review Updates



- Standards Review Task Force (TF) Meeting Dates:

Standard Review Task Force (TF) Meeting Dates

| | | | | |
|------------|----------------------------|--------------|--------------------|-------------------------------------|
| Meeting 1a | 7-8 July 2022 | Virtual | - | <input checked="" type="checkbox"/> |
| Meeting 1b | 9-11 August 2022 | Kuala Lumpur | The Saujana Hotel | <input checked="" type="checkbox"/> |
| Meeting 2 | 21-23 September 2022 | Amsterdam | <i>Coming soon</i> | <input type="checkbox"/> |
| Meeting 3 | 28 February – 2 March 2023 | Jakarta | <i>Coming soon</i> | <input type="checkbox"/> |
| Meeting 4 | 4-6 July 2023 | Kuala Lumpur | <i>Coming soon</i> | <input type="checkbox"/> |

Complaint Panel Directives (FGV)



- **FGV Case Tracker:**

<https://askrspo.force.com/Complaint/s/case/50090000028Es0aAAC/detail>

- **Summary of Complaint:** *On the 26th of July 2015, WSJ ran an article by Syed Zain Al – Mahmood alleging that Felde has breached labour conditions in its plantations. The allegations mainly say that forced labour is being used and the workers are not paid minimum wages. Further, it is alleged that their health and working conditions is are neglected and also that their employers withheld their passports.*

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Roundtable on Sustainable Palm Oil

FGV HOLDINGS BERHAD
Level 20, Wisma FGV,
Jalan Raja Laut,
50450 Kuala Lumpur,
MALAYSIA

28 JULY 2022

Attn: Mohd Nazrul Izam Mansor (Group Chief Executive Officer)/
Puan Nurul Ahamed (Vice President/Head, Group Sustainability)

Dear Sir/Madam,

COMPLAINTS PANEL'S DIRECTIVES ON THE POST COMPLAINT'S MONITORING STATUS OF FGV HOLDINGS BERHAD (FGV) - THE WALL STREET JOURNAL (WSJ) ARTICLE BY SYED ZAIN AL MAHMOOD DATED 26 JULY 2015

1. We refer to the matter above. We also refer to the letter by the Complaints Panel (hereinafter referred to as the "CP") dated 13.01.2020 & 22.03.2022 respectively and the subsequent correspondences on this matter. The CP hereby delivers its directives on the Post Complaint's Monitoring status of this matter.
2. The CP in its letter dated 13.01.2020 made the following directives: -
 - a. that the Secretariat instructs the Certification Body to re-suspend FGV's P & C certificate for Kilang Sawit Serling and its Supply Bases, pursuant to Section 4.12.6 of the RSPO Certification System of Principles & Criteria (June 2017); and
 - b. that all certification processes of each uncertified management unit within FGV are suspended.
3. The CP had also in the above-mentioned letter set out that the lifting of the above sanctions is conditional upon the satisfactory implementation of the Complaints Panel's Decision, verified by audits conducted by Certification Bodies (hereinafter referred to as "CBs") no later than July 2020. Costs for the said audit shall be borne by FGV. However, considering the pandemic and the challenges which came along with it, a

Roundtable on Sustainable Palm Oil
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T: +603 2203 4646 | F: +603 2202 0527 | E: rspo@rspo.org

www.rspo.org

Other RSPO Offices
Jakarta, Indonesia
Beijing, China
Zotemeer, Netherlands
London, United Kingdom
Bogota, Colombia
New York, USA



Complaint Panel Directives (FGV)



- **Summary of CP Directives:**

- a. that the **suspension of FGV's P & C certificate for Kilang Sawit Serting and its Supply Bases is lifted;**
- b. that **FGV is allowed to proceed with re-certification processes** where applicable;
- c. the Secretariat through its Certification Unit is to inform all **CBs involved in audit exercises concerning FGV** for all its certified units and units going for recertification that **all labour-related elements in the RSPO Principles and Criteria for the Production of Sustainable Palm Oil must be looked into by the CBs at each and every audit exercise;**
- d. the CP directs the Secretariat to inform **ASI to increase the number of Compliance Audits for the CBs involved in auditing FGV** and to ensure that the **auditors involved in FGV's Compliance Audit are able to demonstrate sufficient experience in auditing social indicators**; and
- e. the Secretariat is directed to inform **ASI to immediately notify the Secretariat should there be non-compliances of item (c) above by the CBs following the Compliance Audits**, and the Secretariat is to consult with ASI on the next course of action

ASI Peer Reviewer Training



- ASI has conducted RSPO P&C Peer Reviewer Training on 21 - 22 July 2022
- 11 Candidates registered and attended the training session
- 2 Sessions was conducted to cater different time zones:
 - Southeast Asia & Africa
 - Europe & Latin America
- Test is provided with 70% minimum passing rate
- 8 Participants passed the test and maintained the Peer Reviewer qualification.

The screenshot shows the ASI website header with navigation links: About, Services, Get involved, Resources, Newsroom, and a search icon. A red "Contact us" button is on the right. Below the header is a large image of a lake at sunset. Overlaid on the image is the text: "Call for Participation: RSPO Peer Reviewer Course" and "Monday, June 13, 2022".

We would like to invite you to participate in an RSPO-endorsed RSPO Peer Reviewer online course, on 14th and 15th July 2022.

As part of ensuring the credibility of the assessment report produced, the RSPO certification scheme has included the requirement for a peer-review process. The primary function of the peer review process is to attest to the technical credibility of the evaluation methodology of a certification assessment, to examine the conclusions made by the audit team, and make comments regarding the adequacy of recommendations made by the audit team. The peer-review process is, therefore, critical in adding a second tier of professional expertise to the evaluation prior to the decision being taken as to whether a certificate should or should not be awarded to the management unit under evaluation.

In order to qualify, Assurance Services International (ASI) invites existing peer reviewers and candidates to enroll in the next peer Reviewer process which will be conducted in a 6-hour session followed by a 2-hour exam, and is mandatory for all peer reviewers. Participation is free.

ASI Peer Reviewer Training



For the Latam region:

- Miguel Tejada
- Diana Sepulveda

For the Southeast Asian region:

- Nicholas Chee Yin Cheong
- Suhali Sahari
- Moh Arif Yusuni
- Ismadi Ismail
- Harso Yuli Antena

For the African region:

- Herman Brou

A screenshot of the ASI website. The top navigation bar includes "asi" in red, followed by "About", "Services", "Get involved", "Resources", "Newsroom", a search icon, and a "Contact us" button. The main content area features a large image of a lake at sunset. Overlaid on the image is the text: "Call for Participation: RSPO Peer Reviewer Course" in white, with "Monday, June 13, 2022" below it.

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PalmTrace Review: Common Issues identified during License Submission

RSPO CB INTERPRETATION FORUM

23 AUG 2022



Objective of this session

“ To highlight common mistakes made in PalmTrace (PT) that causes denial of the licence request ”

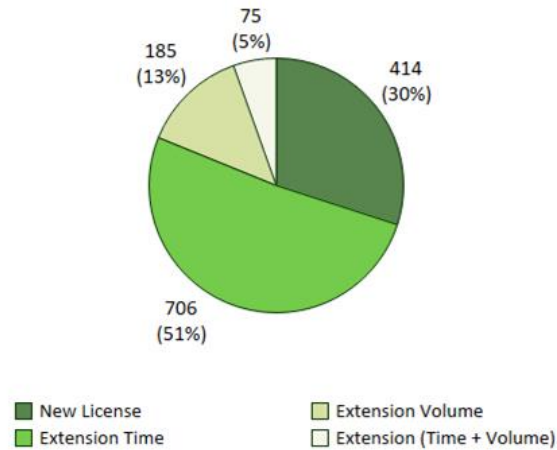


“ Continuous improvement and ensure the key Palm Trace personnel are up to date ”

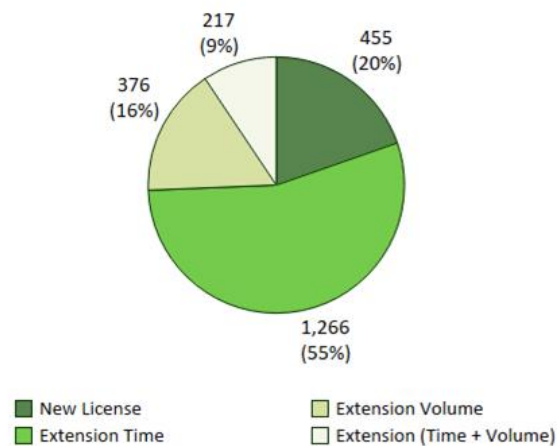
License Request Submission in Palm Trace (P&C and ISH)



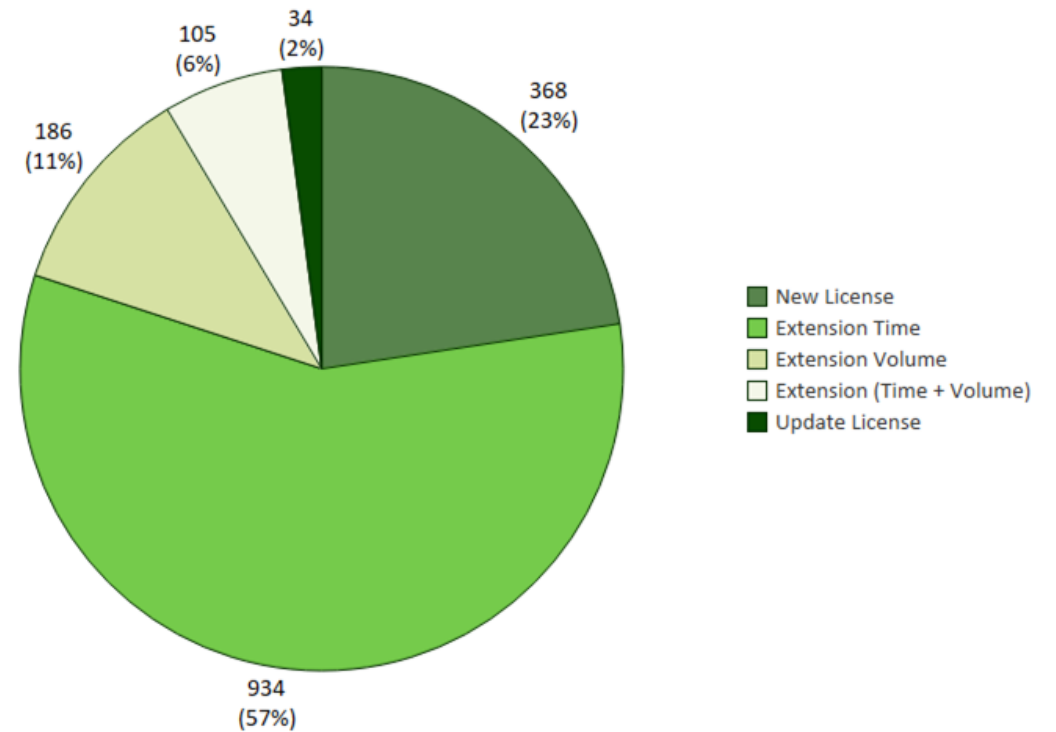
License Requested in 2020



License Requested in 2021



License Requested in 2022 (up to Jul 2022)



A moments to remember...Did you find out?



5.10.4 The CB shall submit a copy of the audit report, including the RSPO metrics template and the certificate, to the RSPO Secretariat **within seven (7) days of a certificate being issued, by uploading it to the RSPO IT platform.** Only the audit report and certificate will be published on the RSPO website

5.11.1 The CB shall prepare the certificate and send a copy to the RSPO Secretariat by uploading it to the RSPO IT platform **within seven (7) days of the certificate being issued.** Registration and RSPO approval of the certificate on the RSPO IT platform results in the issuance and activation of an annual licence to trade. For ISH certificate, refer to 6.7 of this document

A moments to remember...Did you find out?



5.13.2

A request for time extension of up to a maximum of three (3) months may be approved by the RSPO Secretariat. If a surveillance audit is not conducted within the required time frame, unless due to the actions of the CB itself, the CB shall notify the organisation and the RSPO Secretariat that the certificate is suspended, until the surveillance audit has been undertaken and the certification decision has been approved by RSPO. The surveillance audit shall be undertaken within six (6) months of the suspension date, otherwise a full recertification audit shall be required



Update license function

- End date of new license selected in Section 3 - Certificate Settings has already passed

Section 3 - Certificate Settings:

| | |
|----------------------------|---|
| Assessment Type: | ASA 13 |
| Member Certificate Number: | RSPO 928388 |
| Previous License Validity: | 20-07-2021 - 19-06-2022 (CB121165, Expired) |
| Start date of new license: | 20-07-2021 |
| End date of new license: | 19-03-2022  |



Section 1 - Certified Volumes

- Mill with estate = FFB_estate, CSPO, CSPK
- Mill with estate & scheme SH = FFB_estate, FFB_scheme/associated, CSPO & CSPK
- For Outgrower = FFB
- For Independent Smallholder (ISH)
 - Eligibility & MS A = IS_FFB, IS_CSPO, IS_CSPKO, and IS_CSPKE
 - MSB = FFB

Certified Volumes

Select the product(s), supply chain model, and volume that are produced by the Certificate Holder.

While listing down the volume for CSPO and CSPK, please also indicate the certified volume of FFB Estate, FFB Scheme or Associated, and IS-FFB respectively for Mills with Estates, Mills plus Scheme Smallholders, and Independent Smallholders.

Product

CSPK- Supply Chain Model:Mass Balance- Certified Volume:7239.39 MT- Carry Over:0.00 MT
 FFB_estates- Supply Chain Model:Mass Balance- Certified Volume:37745.00 MT- Carry Over:0.00 MT
 CSPO- Supply Chain Model:Mass Balance- Certified Volume:39825.56 MT- Carry Over:0.00 MT

Information on supply base, SCC multisite or SCC group members.

Please indicate the number of supply bases (number of estates plus scheme/associated smallholders for P&C), sites or group members (SCC): 8

Name and Address

Mesuji Estate - Pematang Panggang Village, Mesuji Sub-

Type

Estate Scheme/Associated Smallholders

Name and Address

Surya Adi Estate - Surya Adi Village, Mesuji Sub-district, C

Type

Estate Scheme/Associated Smallholders

Name and Address

KUD Surya Adi - Surya Adi Village, Mesuji Sub-district, O

Type

Estate Scheme/Associated Smallholders

| No. of Smallholders | Certified Area (ha) | Production Area (ha) |
|---------------------|---------------------|----------------------|
| 1085 | 2,053.45 | 2,053.45 |

Section 2 - Previous License Volume Information



- Actual Sold Volume less than 50% of actual produced volume (justification need to be provided in audit report/ put remarks in PT)

7 Previous License Volume Information

- Information not available (for initial certification only)
- Select product to add volume

| Product | CSPK |
|--|--------------|
| Supply Chain Model | Mass Balance |
| Last Year Projected CSPK Certified Volume (MT) | 10,936 |
| Last Year Actual CSPK Produced Volume (MT) | 10,531.35 |
| Last Year Actual CSPK Sold Volume (RSPO Certified) (MT) | 2,050 |
| Last Year Actual CSPK Sold Volume Conventional (MT) | 1,141 |
| Last Year Actual CSPK Sold Volume (Other Schemes Certified) (MT) | 0 |
| Total Actual CSPK Sold Volume (MT) | 3,191 |

| Product | CSPO |
|--|--------------|
| Supply Chain Model | Mass Balance |
| Last Year Projected CSPO Certified Volume (MT) | 45,335 |
| Last Year Actual CSPO Produced Volume (MT) | 43,610.84 |
| Last Year Actual CSPO Sold Volume (RSPO Certified) (MT) | 0 |
| Last Year Actual CSPO Sold Volume Conventional (MT) | 4,854.37 |
| Last Year Actual CSPO Sold Volume (Other Schemes Certified) (MT) | 0 |
| Total Actual CSPO Sold Volume (MT) | 4,854.37 |



Section 2 - Previous License Volume Information



➤ **CSPK (IP)** has no Sold Volume

➤ Why Important? CSPK from mill will be sold to certified crusher which will produce CSPKO & CSPKE

Previous License Volume Information

- Information not available (for initial certification only)
- Select product to add volume

| Product | CSPK |
|--|--------------------------------------|
| Supply Chain Model | Identity Preserved |
| Last Year Projected CSPK Certified Volume (MT) | <input type="text" value="8,215"/> |
| Last Year Actual CSPK Produced Volume (MT) | <input type="text" value="5,970.8"/> |
| Last Year Actual CSPK Sold Volume (RSPO Certified) (MT) | <input type="text" value="0"/> |
| Last Year Actual CSPK Sold Volume Conventional (MT) | <input type="text" value="0"/> |
| Last Year Actual CSPK Sold Volume (Other Schemes Certified) (MT) | <input type="text" value="0"/> |
| Total Actual CSPK Sold Volume (MT) | 0 |



Section 3 - Metrics Template

➤ RSPO Metrics Template is not uploaded

Supporting Information (Principles & Criteria)

| | |
|---|--|
| A. Upload Certificate | RSPO Certificate of Bukit Ajong POM.pdf |
| B. Upload Audit Report | RSPO ASA-1.4 & RC-2 Summary Report of Bukit Ajong POM PT SIA subsidiary of SDP.pdf |
| C. Upload Other Documents <i>(optional)</i> | |
| Principles & Criteria - Documents | |
| D. Date of first RSPO certification | 18-08-2010 |



Time extension



| Type of extension | Time |
|----------------------|---|
| New License End Date | 16-08-2021 |
| License End Date | 16-07-2021 |
| Extension Document | |
| Status | Denied by TP |
| Extension Reason | Audit has been conducted but the process has not yet been finalized. Lead auditor have been sick and is taking longer to finalize the process. |



| Type of extension | Time |
|----------------------|------------------|
| New License End Date | 10-06-2022 |
| License End Date | 10-05-2022 |
| Extension Document | |
| Status | Denied by TP |
| Extension Reason | Finalized report |



Time extension



- Provide specific reason which relate to Certification Process (i.e Technical Review, Peer review, awaiting audit report sign-off by client, NC closure verification, etc.
- Support reason with valid justification
- Provide date of audit conducted



“Knowing is not
enough; We must apply,
Willing is not enough; We
must do ”

Bruce Lee

RSPO Interpretation Forum (RIF) Dive in :P&C/SCC/Integrity

RSPO CB INTERPRETATION FORUM

23 AUGUST 2022



Objective of this session

“

- To share some highlights and inform of common interpretations issues
- To discuss case studies and getting input from the ground

”

SUPPLY CHAIN REQUIREMENTS FOR MILLS

SUPPLY CHAIN REQUIREMENTS FOR MILLS



This chapter was endorsed by the RSPO Board of Governors on 1 February 2020.

The following section stipulates the requirements for mills which are identified as complying with the Identity Preserved (IP) Module and Mass Balance (MB) Module.

For independent mills, that are only required to obtain RSPO Supply Chain Certification, Compliance with modules A and/or C of the Supply Chain Certification Standard will be required. All definition in Supply Chain Certification Standard applies.

As per RSPO Principles and Criteria, all requirements are classified as Critical Indicators.



SUPPLY CHAIN REQUIREMENTS FOR MILLS

3.8.16 Registration of Transactions

- i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.
- ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.**



Remove Function in Palm Trace

What CBs should verify on REMOVE function during audit?



Remove Function in Palm Trace

- ❑ 12 Certification Bodies
- ❑ Indicator 3.8.16 ii) Remove
 - ❑ Random sample on RSPO P&C Public Summary Audit Report
 - ❑ Random sample on non conformity raised



Remove Function in Palm Trace

Audit report : Sample 1

| | | |
|--------|---|-----|
| 3.8.16 | <p>The mill has conducted all required action in RSPO IT Platform:</p> <ul style="list-style-type: none">- Shipping announcement of CPO sold as RSPO, Tr No.: TR-d03334e7-f3ac, CSPO-IP, 1026.22 MT, shipping date: 15 June 21, announced 22 June 21, buyer: PT Inti Benua Perkasatama-Lubuk Gaung.- Shipping announcement of PK sold as RSPO, Tr No: Tr-8be77495-e2ea, CSPK-IP, 1496.75 MT, shipping date: 1 June 21, announce date: 10 June 21, from PKL POM to PKL KCP – PT MM.- Remove volume as sold under ISCC, total volume removed 59592.55MT, TR ID: ST-TR-08a6fcc9-56a2 dated 3 Sept 2021 | Yes |
| | <ul style="list-style-type: none">- Remove volume as sold under ITSNC, total volume removed 3419.92 MT, TR ID: ST-TR-c2380159-059d dated 3 Sept 2021 | |



Remove Function in Palm Trace

Audit report : Sample 2

| Findings | In compliance: | Yes: | X | No: | |
|----------------------------|---|------|---|-----|--|
| Objective evidence: | The company has established procedure related to sales of RSPO certified products according to SOP for RSPO Supply Chain Certification for Siriham Mill-Mass Balance (SCS/PPG/EHS/01/SOP Section 4.3.c) to clearly determine registering transaction of RSPO certified sustainable oil palm products in the RSPO IT platform at the time of physical shipment as required by the rules set by RSPO. | | | | |
| | Marketing staff has responsibility for making shipping announcement and keeping the record of its transaction, for examples: <ul style="list-style-type: none">- TR-bf499e30-2f81 dated on 16/09/2021, Qty= 900 MT of CSPO/MB, customer= PT Musim Mas- TR-ca4ac43b-6765 dated on 06/08/2021, Qty= 1,000 MT of CSPK/MB, customer= PT AAI-Sei Kerandi KCP.- TR-f067bc3c-86fe dated on 07/09/2021, Qty= 1000 MT of CSPO/MB, customer= PT Asianagro Agungjaya | | | | |



Remove Function in Palm Trace

Audit report : Sample 3

| | | | |
|--------|---|--|----------|
| 3.8.16 | <p>Registration of Transactions</p> <p>i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p> <p>ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.</p> | <p>PT. Socfin Indonesia – Lae Butar POM has made Shipping Announcement for certified PK sold. During this one year period, all certified CPO and PK are sold under RSPO scheme, there are no sales of RSPO certified CPO and PK under other scheme.</p> <p>Sample verified of Shipping Announcement:</p> <ul style="list-style-type: none">- Transaction ID TR-ee7e64c0-d872 dated 4 May 2021; Seller is PT. Socfin Indonesia – Lae Butar POM, RSPO_PO1000001775; Buyer is PT. Musim Mas – Belawan, RSPO_PO1000000076; Product CSPO; Supply Chain model: IP; Volume 548 MT; Transaction Type: Shipping; Based on Delivery Order No. 300023941; Contract No.40011144.- Transaction ID TR-8d8dedb7-45d1 dated 4 May 2021; Seller is PT. Socfin Indonesia – Lae Butar POM, RSPO_PO1000001775; Buyer is PT. Musim Mas – Belawan, RSPO_PO1000000076; Product CSPO; Supply Chain model: IP; Volume 397 MT; Transaction Type: Shipping; Based on Delivery Order No.300023985; Contract No.40011165.- Transaction ID TR-0f223ce6-8161 dated 4 May 2021; Seller is PT. Socfin Indonesia – Lae Butar POM, RSPO_PO1000001775; Buyer is PT. Musim Mas – Belawan, RSPO_PO1000000076; Product CSPO; Supply Chain model: IP; Volume 510 MT; Transaction Type: Shipping; Based on Delivery Order No. 300024019; Contract No. 40011180. | Complied |
|--------|---|--|----------|



Remove Function in Palm Trace

Audit report : Sample 4

| | | | |
|--------|---|-----|--|
| 3.8.16 | Registration of Transactions i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date | YES | Documented procedures related to sales and goods out were sighted and found adequate. The requirement of sales & goods out especially on notation of applicable Supply Chain model & Certificate number being complied by indicating in weighbridge dispatch ticket. The registration of transaction being carried out by Group Plantation Marketing subordinate. Mill receive copy of transaction input to the system on monthly basis based on contract summary (buyer weight being put in). |
| | being the Bill of Lading or the dispatch documentation date. ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform | | |



Remove Function in Palm Trace

Audit report :Sample 5

Registration of Transactions

| | | |
|--------|---|-----|
| 3.8.16 | The marketing department to register the transaction of CSPO / CSPKO in the Palm Trace during physical deliveries and records maintained accordingly. | Yes |
|--------|---|-----|



Remove Function in Palm Trace

Audit report : Sample 6

3.8.16 As a Palm Oil Mill which takes legal ownership and physically handled RSPO certified sustainable oil palm product, PT Eastern Sumatra Indonesia – Bukit Maradja POM has made Shipping Announcement for certified CPO and PK sold.

For example:

- Shipping Announcement transaction ID TR-d86bb616-87f8 dated 15 Nov 2019; for 2,446.63 MT CSPO IP; from PT Eastern Sumatra Indonesia – Bukit Maradja POM as Seller to Buyer PT SMART Tbk.
- Shipping Announcement transaction ID TR-b8dedd7a-7850 dated 13 Dec 2019; for 600 MT CSPK IP; from PT Eastern Sumatra Indonesia – Bukit Maradja POM as Seller to Buyer PT SMART Tbk.

PT Eastern Sumatra Indonesia – Bukit Maradja POM has done “Remove” in the RSPO IT Platform for CSPO sold as other scheme (ISCC or conventional), e.g.:

- Transaction ID: ST-TR-e695b4bf-3138; dated 13 Dec 2019; Stock Transaction Type: Remove from certified stock; Transaction volume: 924.18 MT. Sold to PT SMART Tbk as ISCC.
- Transaction ID: ST-TR-d48e13a3-0add; dated 13 Dec 2019; Stock Transaction Type: Remove from certified stock; Transaction volume: 499.55 MT. Sold to PT SMART Tbk as ISCC.
- Transaction ID: ST-TR-d032cecb-1f8e; dated 2 Oct 2019; Stock Transaction Type: Remove from certified stock; Transaction volume: 164.74 MT. Sold to PT Multimas Nabati Asahan as conventional.



Remove Function in Palm Trace

RSPO P&C Public Summary Audit Report
Verification on REMOVE



Remove Function in Palm Trace

Nonconformity raise Sample 1

Based on the mass balance reports in 2019 and 2020 that there are physical stocks of certified products (CSPO & CSPK) used or sold for conventional / non-certified sales but there is no information on the implementation of remove (stock transactions) for the period April 2019 to March 2020 in the transaction report



Remove Function in Palm Trace

Nonconformity raise
Sample 2





Criteria 3.8

Indicator 3.8.7 Purchasing and Goods in



SUPPLY CHAIN REQUIREMENTS FOR MILLS

3.8.7 Purchasing and Goods in

- i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.
- ii) The mill shall inform the CB immediately if there is a projected overproduction of certified volume.**
- iii) The mill shall have a mechanism in place for handling of nonconforming FFB and/or documents,

Previous License Information - Section 2 Palm Trace



| Product | CSPO |
|--|--------------------|
| Supply Chain Model | Identity Preserved |
| Last Year Projected CSPO Certified Volume (MT) | 25,159 |
| Last Year Actual CSPO Produced Volume (MT) | 26,049.81 |
| Last Year Actual CSPO Sold Volume (RSPO Certified) (MT) | 21,273.44 |
| Last Year Actual CSPO Sold Volume Conventional (MT) | 776.37 |
| Last Year Actual CSPO Sold Volume (Other Schemes Certified) (MT) | 0 |
| Total Actual CSPO Sold Volume (MT) | 22,049.81 |

Can the Actual Production higher than Certified Volume in Section 2 Palm Trace?

SUPPLY CHAIN REQUIREMENTS FOR MILLS



What actions CB need to take when mill inform there is a overproduction?



“

Case Study

”

Case Study 1



License end date : 1 September 2022
ASA 2 to be conducted : 1 August 2022

During audit, three (3) major NC occurred. What actions do you need to take when this happen?

Case Study 2



ABC Management Unit is managing 10,000 ha.

According to LUCA, the land have 3,280 ha. of areas that need remediation

Remediation plan has been submitted and in review by the compensation panel

What will the audit report state about this situation

And what hectarage will be issue in the certificate?

Case Study 3



A plantation is known to have a peat area

- The LUCA identified peat areas around 1,000 ha.
- Soil Survey (internal) had determined peat areas around 1,200 ha.
- LUCA had shown an oil palm has been planted on peat areas after 2018
- Site visit indicated that there are discrepancies between the LUCA and Soil Survey

What are your findings?

Updates from RSPO Risk Unit

Prepared for the RSPO CB Interpretation Forum
Medan, 23 August 2022





Outline

1. Introduction;
2. Risk Mapping - Labor;
3. Collaboration with Compliance in Supporting the CBs;
4. Q&A.



“

1. Introduction

”

Risk Unit - Transforming from the IMU



Risk Unit

(Est. January 2021)

- **Risk Unit is a transformation from the Investigation and Monitoring Unit (IMU) which was established in July 2018;**
- **Among similar organisation, RSPO had a dedicated a unit to maintain the Risk within the organisation.**

Risk Unit - Roles and Responsibilities



- Maintain risk within the Assurance and RSPO Secretariat;
 - Risk related to Human Rights and Social;
 - Risk related to Environment;
 - Organisational Risk (Financial, Legal, Membership, Reputational);
- Risk Management Task (Risk identification, evaluation, monitoring and reporting);
- Conduct Risk Assessment (desktop review, on-site visit, Risk Mapping);
- Facilitate the development of Enterprise Risk Management (ERM) for the RSPO Secretariat.



“ 2. Risk Mapping - Labor ”

Methodology - Sample

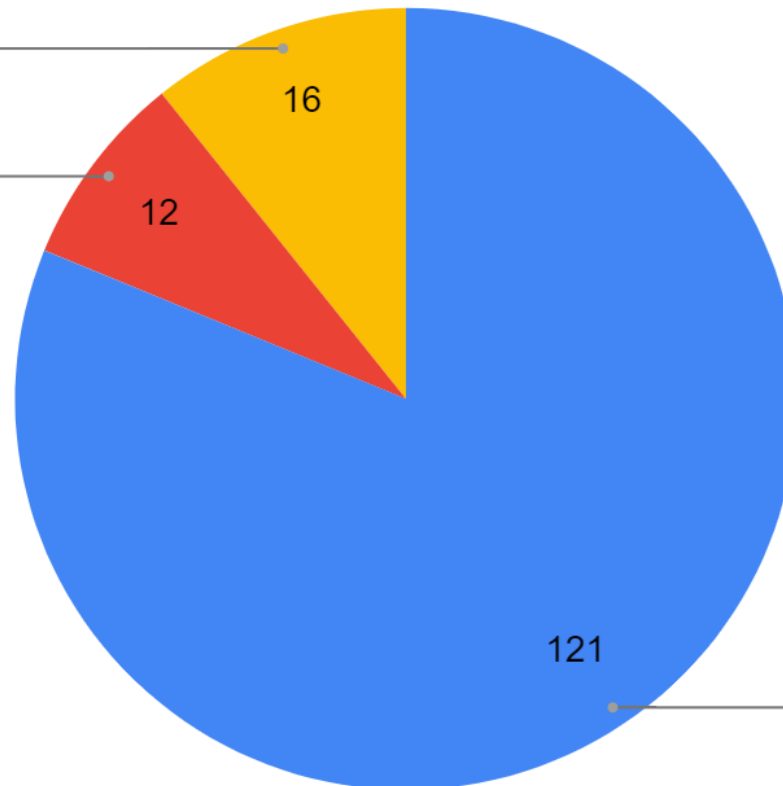


Number of certified mills by region

No of Mills

Africa
10.7%

LatAm
8.1%



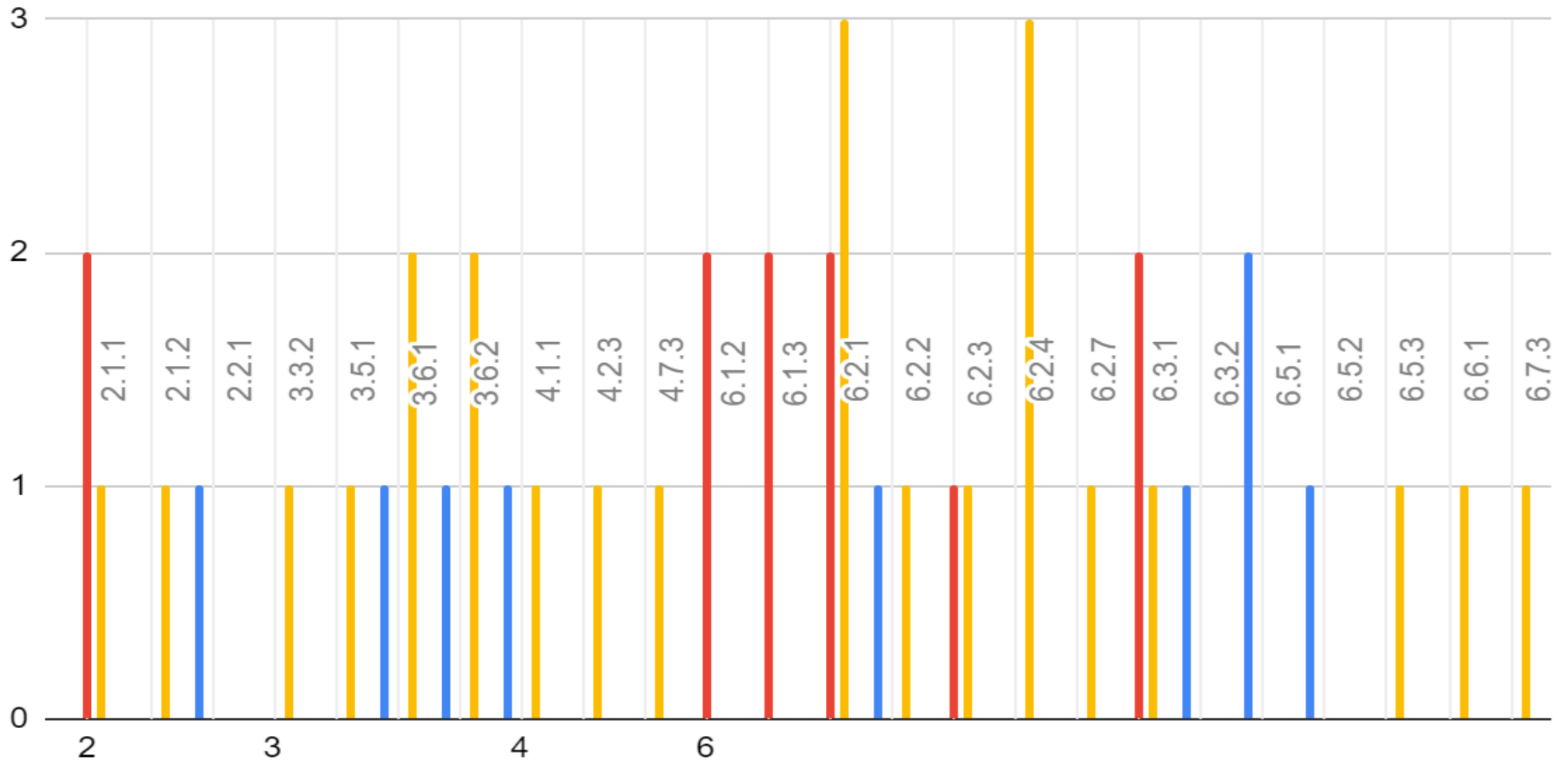
**12 grower members
in 3 Region (SEA,
LatAm, Africa)**

**238 Audit Report
from 13 CBs had
been reviewed
(2019-2020)**

Trends on Labor's NC in 3 regions (2019)



Africa LatAm SEA

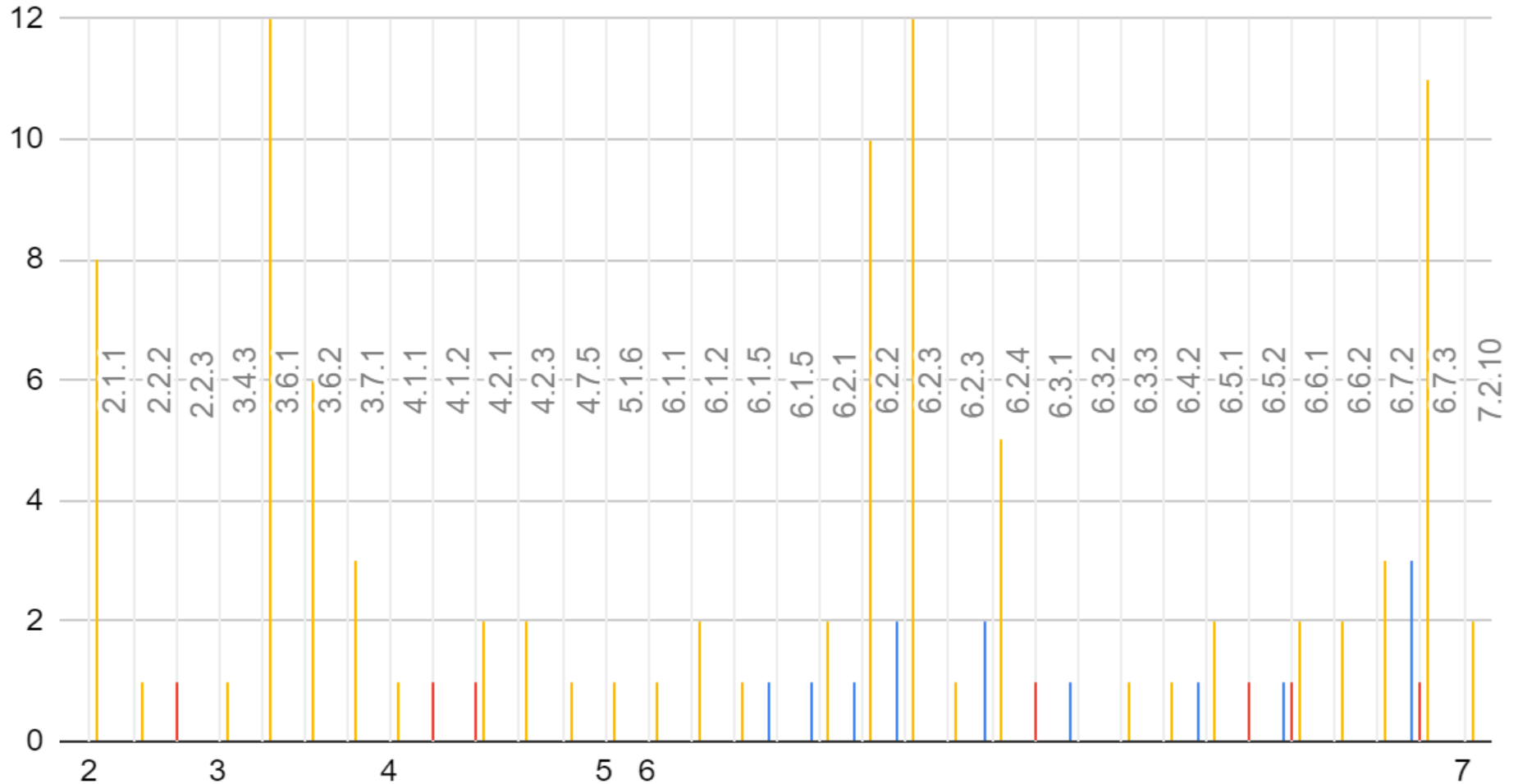


NC's (Critical)
2019



Trends on Labor's NC in 3 regions (2020)

Africa LatAm SEA



NC's (Critical)
2020



Summary of NC's - Labor in 3 regions in 2019 -2020 (critical)

1. The highest number of NC in 2019 is fall for the indicator 6.2.1 and 6.2.4, and highest number of NCs in 2020 2.1.1 and 3.6.2., located in Malaysia;
1. Findings highlighted by the CBs:
 - [2019] 6.2.1: The company could not show the record of evidence to substantiate their compliance, i.e; record of payslip, copy of contract in local language, leave record, etc.
 - [2019] 6.2.4: The auditor found the dumping sites close to housing.
 - [2020] 6.2.4: Housing conditions (roof issues, open burning within housing area, poor waste management;
 - [2020] 2.1.1: Women work in night shift, issue on work permit, passport expiration, excessive working hours, and 1 case on Workers Minimum Housing and Amenities Act.



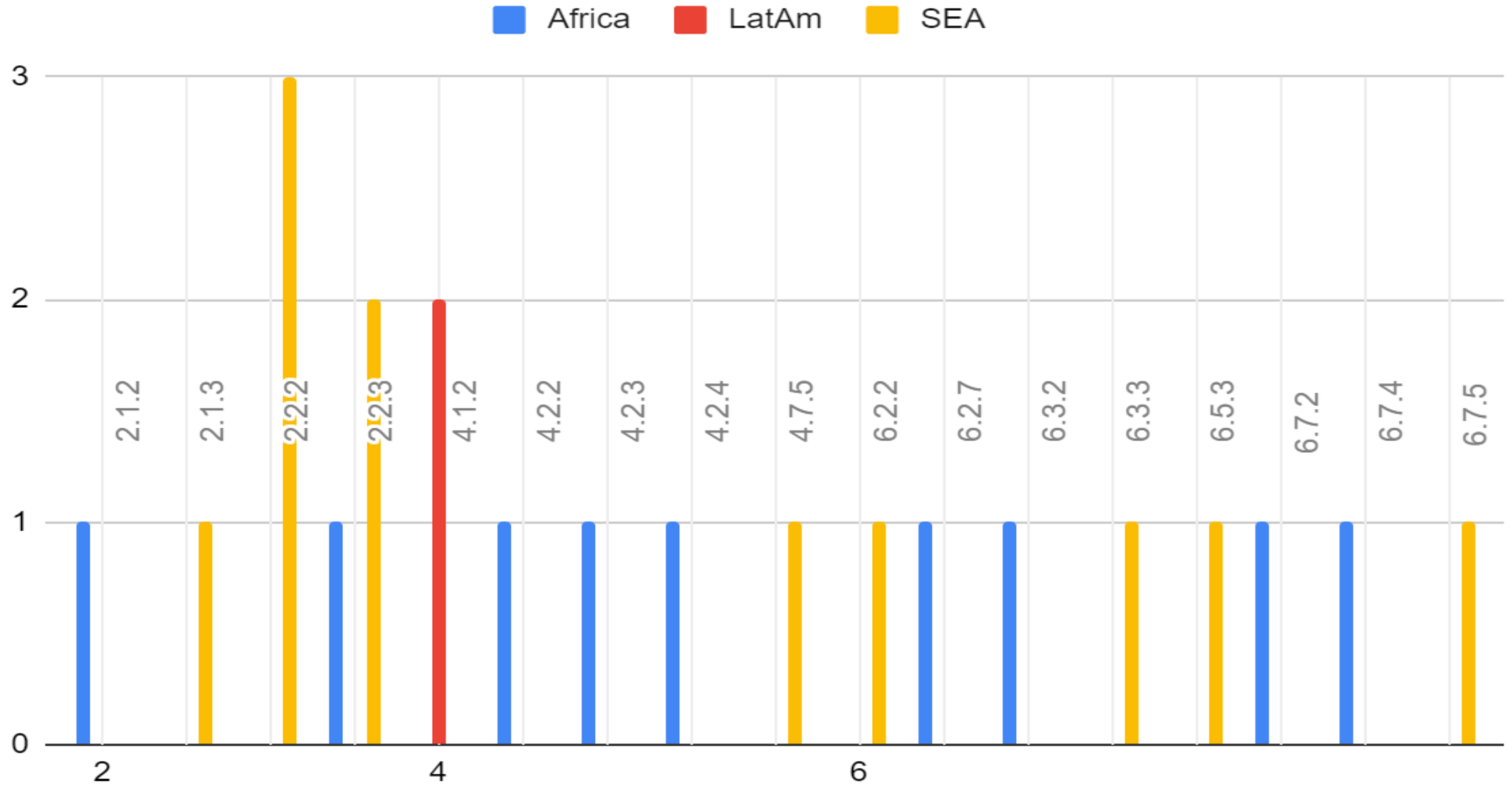
Summary of NC's - Labor in 3 regions in 2019 -2020 (critical)

- [2020] 3.6.2: The cases fall under two categories: (a) ineffective implementation of H&S recommendations on medical surveillance; (b) monitoring of housing is not complete. Following the review of audit report, the evidence found by the CB could compliment the findings under 2.1.1.
3. Based on the review of 238 audit report in 3 region, one NCs raised in 2020 for Indonesia related to 6.7.3 in East Kutai, East Kalimantan. The CB found that 4 harvesters and 1 loose fruits collector were using gambir shoes provided by themselves



Trends on Labor's NC in 3 regions (2019)

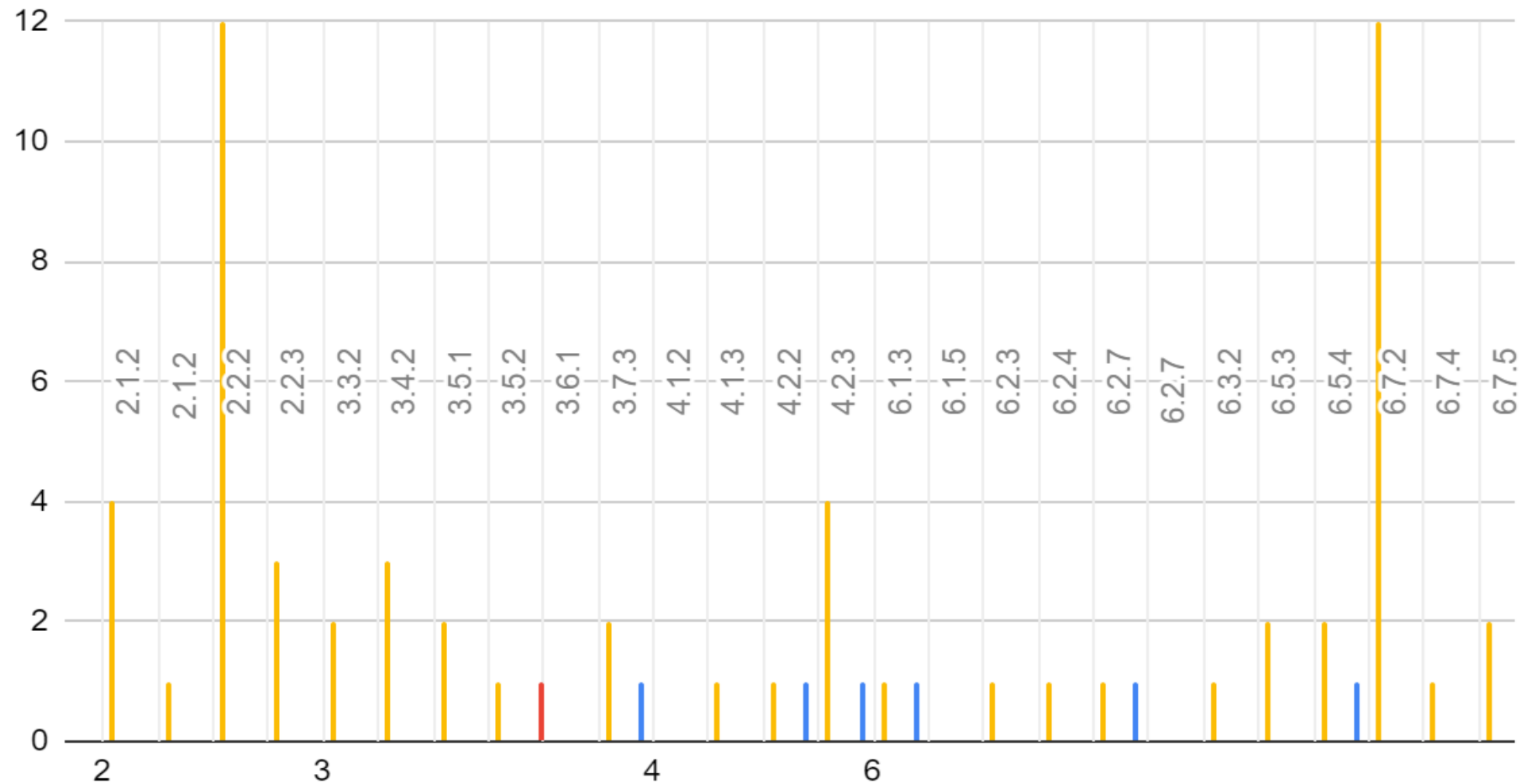
NC's (Non Critical) 2019





Trends on Labor's NC in 3 regions (2020)

Africa LatAm SEA



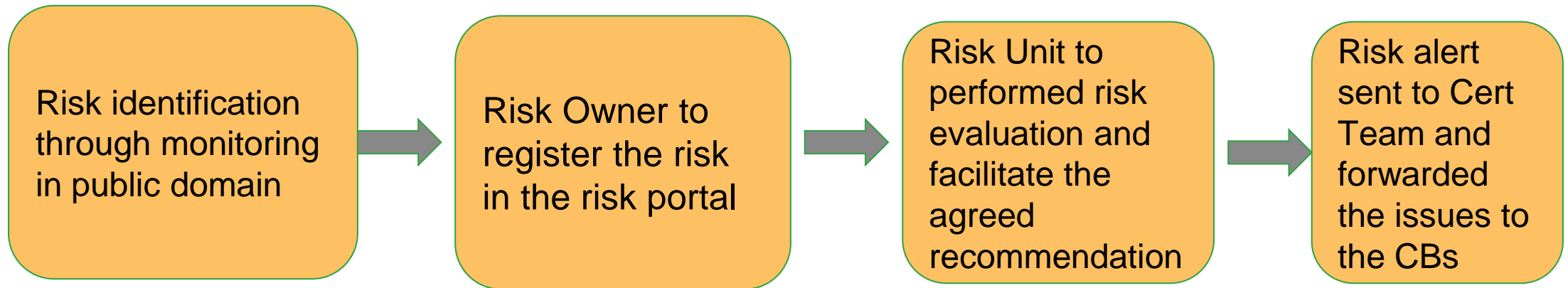
NC's (non-critical)
2020

Summary of Non Critical NC (2019-2020)



1. In 2019 and 2020 the highest NCs is related to the indicator 2.2.2, located in Malaysia;
2. NCs highlighted by the CB for 2.2.2 is divided into two categories:
 - (a) the due diligence against the contractor is not available; and
 - (b) the contractors were not able to show its compliance towards the legal regulation.
1. For Africa, both in 2019 and 2020, NCs were detected for indicator 2.1.2 and 2.2.3. The Auditor found that there was no special clauses disallowing child, forced and trafficked labour and where young workers are employed, the contracts include a clause for their protection. The Auditor also found that Monitoring of legal compliances of contractors are not sufficient, located in Gabon.

3. Collaboration with Compliance



Supporting the CBs



Issues mapping in every region, shared with CBs in quarterly basis

Dear RSPO P&C Accredited CBs,

[This information is prepared for the RSPO Accredited CBs only. Please do not distribute without the written permission from the Certification Unit of the RSPO Secretariat office]

Hope you are all in the best condition.

I am writing this email because lately the RSPO Secretariat has received several reports, complaints, as well as allegations from the public domain that have caught our attention.

Therefore, we would like to highlight the following key issues for your attention and consideration when conducting the P&C audits on any unit of certification under your purview:

| No | RSPO Member Countries | Issues* |
|----|-----------------------|--|
| 1 | Cameroon | <ol style="list-style-type: none">1. Social Issues:<ol style="list-style-type: none">a. Violation against women;b. Limited access to the source of food and education for communities surround;2. Environmental issues:<ol style="list-style-type: none">a. The river pollution;b. The Scarcity of Clean water. <p>For more details, please refer to the publication below:</p> <ol style="list-style-type: none">1. Publication by Deutsche Welle;2. Publication by WRM |

4. Feedback session



- **In referring to the statistic above, what is the most challenging situation in the CB's point of view and how RSPO can assist?**
- **In the indicator related to Labor, what is the gap based in the current P&C based on CB's experience?**
- **In some cases, the Secretariat observed that some of issues is not detected in the audit report despite of allegation raised in the public domain.**

RSPO CB INTERPRETATION FORUM 2022

RSPO Metrics Template Review

23 Aug 2022





Objective of this session

“

1. To share some highlights of common mistakes identified in RSPO Metrics Template submission

”

2. Update on RSPO Metrics Template Revision

The Purpose of Metrics Template



It 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.

For grower : The metrics add value to the units of certification by helping them to demonstrate results of implementation of the P&C and track progress towards outcomes in the ToC (e.g. improved risk management).

For RSPO: Obtain information on the results of implementation of the P&C.

Reported volume - OER



Aggregated Summary

*The figures in this summary are the total. Note that the metrics of operation inputs and LTIFR are included in the Average Summary table only.
 (For single-mill certification, the figures for mill in this summary are the same as your inputs in 'Annual - Mill' tab.
 For multi-mills certification, the figures for mill are the total of all the mills under this unit of certification.
 The figures for estate are the total of all estates under this unit of certification.)*

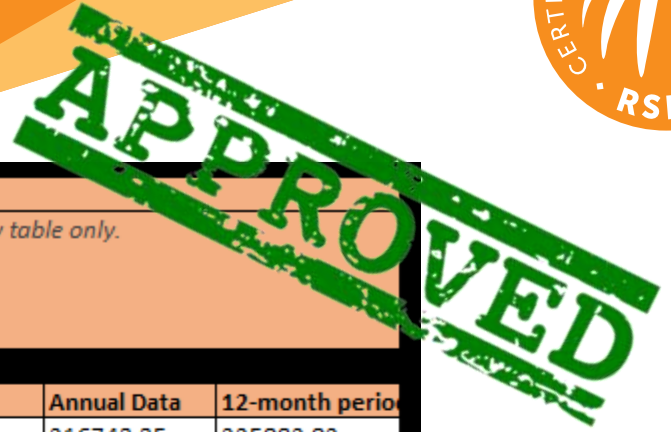
| Mill Production Metrics | | | Annual Data | 12-month period | Estate Production Metrics | | | Annual Data | 12-month period |
|--|--|--|-------------|-----------------|--|--|--|-------------|-----------------|
| Annual Production - Palm Oil (MT) | | | 62937.00 | 59700.00 | Annual FFB Production (MT) | | | 112316.00 | 107980.00 |
| Annual Sales - Palm Oil (MT) | | | 21840.00 | 5756.00 | | | | | |
| % Sales - RSPO-certified Palm Oil | | | 20.8% | 0.0% | | | | | |
| Annual Production - Palm Kernel (MT) | | | 11068.00 | 9817.00 | | | | | |
| Annual Sales - Palm Kernel (MT) | | | 4632.00 | 2719.00 | | | | | |
| % Sales - RSPO-certified Palm Kernel | | | 93.9% | 34.4% | | | | | |
| Mill Supply Base Production: Smallholders & Outgrowers | | | Annual Data | 12-month period | Estate Demographics | | | Annual Data | |
| Annual FFB Production (MT) - Scheme Smallholders | | | 0.00 | 0.00 | Total Workers | | | 859 | |
| % of Certified FFB Production - Scheme Smallholders | | | #DIV/0! | #DIV/0! | % of Non-Local Workers of Total Workers | | | 0.0% | |
| Annual FFB Production (MT) - Independent Smallholders | | | 3551.00 | 2818.00 | % of Contract Workers of Total Workers | | | 39.2% | |
| % of Certified FFB Production - Independent Smallholders | | | 100.0% | 100.0% | % of Female Workers of Total Workers | | | 4.5% | |
| Annual FFB Production (MT) - Outgrowers | | | 0.00 | 0.00 | % of Young Workers | | | 0.0% | |
| % of Certified FFB Production - Outgrowers | | | #DIV/0! | #DIV/0! | Estate Training | | | Annual Data | |
| | | | | | Number of RSPO-related training organised | | | 1 | |
| | | | | | % of workers receiving training | | | 46.6% | |
| | | | | | Number of smallholders receiving training | | | 0 | |
| | | | | | Estate Grievances | | | Annual Data | |
| | | | | | Active cases as of the end of previous calendar year | | | 0 | |



- Total FFB production = FFB from mill-owned estates + FFB from other supply base sources

- $$\text{OER} = \frac{62,937}{3,551 + 112,316} = 54.32\%$$

Reported volume - OER



Aggregated Summary

The figures in this summary are the total. Note that the metrics of operation inputs and LTIFR are included in the Average Summary table only.
 (For single-mill certification, the figures for mill in this summary are the same as your inputs in 'Annual - Mill' tab.
 For multi-mills certification, the figures for mill are the total of all the mills under this unit of certification.
 The figures for estate are the total of all estates under this unit of certification.)

| Mill Production Metrics | Annual Data | 12-month period |
|-----------------------------------|-------------|-----------------|
| Annual Production - Palm Oil (MT) | 88065.22 | 92318.59 |
| Annual Sales - Palm Oil (MT) | 46832.40 | 45323.65 |
| % Sales - RSPO-certified Palm Oil | 87.2% | 93.4% |

| | | |
|--------------------------------------|----------|----------|
| Annual Production - Palm Kernel (MT) | 19353.72 | 19922.73 |
| Annual Sales - Palm Kernel (MT) | 19353.40 | 20419.87 |
| % Sales - RSPO-certified Palm Kernel | 53.9% | 54.7% |

| Mill Supply Base Production: Smallholders & Outgrowers | Annual Data | 12-month period |
|--|-------------|-----------------|
| Annual FFB Production (MT) - Scheme Smallholders | 0.00 | 0.00 |
| % of Certified FFB Production - Scheme Smallholders | #DIV/0! | #DIV/0! |

| | | |
|--|-----------|-----------|
| Annual FFB Production (MT) - Independent Smallholders | 246211.58 | 256481.00 |
| % of Certified FFB Production - Independent Smallholders | 0.0% | 0.0% |

| | | |
|--|---------|---------|
| Annual FFB Production (MT) - Outgrowers | 0.00 | 0.00 |
| % of Certified FFB Production - Outgrowers | #DIV/0! | #DIV/0! |

| Estate Production Metrics | Annual Data | 12-month period |
|----------------------------|-------------|-----------------|
| Annual FFB Production (MT) | 216743.35 | 225082.02 |

| Estate Demographics | Annual Data |
|---|-------------|
| Total Workers | 1184 |
| % of Non-Local Workers of Total Workers | 0.0% |
| % of Contract Workers of Total Workers | 1.0% |
| % of Female Workers of Total Workers | 11.1% |
| % of Young Workers | 0.0% |

| Estate Training | Annual Data |
|---|-------------|
| Number of RSPO-related training organised | 328 |
| % of workers receiving training | 98.9% |
| Number of smallholders receiving training | 0 |

| Estate Grievances | Annual Data |
|--|-------------|
| Active cases as of the end of previous calendar year | 0 |

- Total FFB production = FFB from mill-owned estates + FFB from other supply base sources

- $$\text{OER} = \frac{88,065.22}{246,211.58 + 216,743.35} = 19.02 \%$$

Error of Entry



| | | | | | | | | |
|---|--------------|---|--------------------------------------|-------------------|---------------------|---|---|---|
| Terjemahan untuk teks dan nota disediakan di tab 'Translations'. | | Les traductions des informations présentées ici | | | | | | |
| Terjemahan untuk teks dan catatan ini tersedia di tab 'Translations'. | | La traducción de los textos y las notas está en | | | | | | |
| Certification Details | | | | | | | | |
| Name of RSPO Member | | | ABC Company | | | | | |
| RSPO Membership Number | | | X-XXXX-XX-XXX-XX | | | | | |
| Name of Certified Unit | | | ABC Company | | | | | |
| Name of Certification Body | | | Certification Body | | | | | |
| RSPO PalmTrace ID Number | | | RSPO_PO1000001111, RSPO_PO1000001112 | | | | | |
| Supply Chain Model | | | IP & MB | | | | | |
| Assessment Type | | | Renewal Certification 1 | | | | | |
| Start Date of Audit (mm/yyyy) | | | Jul-2021 | | | | | |
| Contact Information | | | | | | | | |
| Walk-Me | Translations | Summary | 1.0 Member Details | 2.0 Annual - Mill | 3.0 Annual - Estate | + | : | ← |

No data input



Aggregated Summary

The figures in this summary are the **total**. Note that the metrics of operation inputs and LTIFR are included in the Average Summary table only.
 (For single-mill certification, the figures for mill in this summary are the same as your inputs in 'Annual - Mill' tab.
 For multi-mills certification, the figures for mill are the total of all the mills under this unit of certification.
 The figures for estate are the total of all estates under this unit of certification.)

| Mill Production Metrics | Annual Data | 12-month period |
|-----------------------------------|-------------|-----------------|
| Annual Production - Palm Oil (MT) | 88804.00 | 80000.00 |
| Annual Sales - Palm Oil (MT) | 44919.70 | 50000.00 |
| % Sales - RSPO-certified Palm Oil | 100.0% | 100.0% |

| | | |
|--------------------------------------|----------|----------|
| Annual Production - Palm Kernel (MT) | 19456.00 | 19000.00 |
| Annual Sales - Palm Kernel (MT) | 12313.00 | 10000.00 |
| % Sales - RSPO-certified Palm Kernel | 100.0% | 100.0% |

| Mill Supply Base Production: Smallholders & Outgrowers | Annual Data | 12-month period |
|--|-------------|-----------------|
| Annual FFB Production (MT) - Scheme Smallholders | 1728.00 | 1500.00 |
| % of Certified FFB Production - Scheme Smallholders | 100.0% | 100.0% |

| | | |
|--|---------|---------|
| Annual FFB Production (MT) - Independent Smallholders | 0.00 | 0.00 |
| % of Certified FFB Production - Independent Smallholders | #DIV/0! | #DIV/0! |

| | | |
|--|----------|----------|
| Annual FFB Production (MT) - Outgrowers | 72458.00 | 70000.00 |
| % of Certified FFB Production - Outgrowers | 0.0% | 0.0% |

| Estate Production Metrics | Annual Data | 12-month period |
|----------------------------|-------------|-----------------|
| Annual FFB Production (MT) | 59299.00 | 50000.00 |

| Estate Demographics | Annual Data |
|---|-------------|
| Total Workers | 0 |
| % of Non-Local Workers of Total Workers | #DIV/0! |
| % of Contract Workers of Total Workers | #DIV/0! |
| % of Female Workers of Total Workers | #DIV/0! |
| % of Young Workers | #DIV/0! |

| Estate Training | Annual Data |
|---|-------------|
| Number of RSPO-related training organised | 25 |
| % of workers receiving training | #DIV/0! |
| Number of smallholders receiving training | 0 |

| Estate Grievances | Annual Data |
|--|-------------|
| Active cases as of the end of previous calendar year | 0 |

Progress of Metrics Template



- Since the effective dates (1 June 2021), total of 254 Metrics Templates received by the RSPO Secretariat during New License Request submission via Palm Trace
- There are still lack of completions and understanding by the **Unit of Certification** in filling up information
- The submitted Metrics Templates are extracted from the Palm Trace and compiled into Tableau® **for analysis and data visualization**
- **Dashboard are created** based on verified Metric Templates received from the CBs
- RSPO Secretariat is proposing **the Dashboard as a presentation tool for the interested parties** (i.e. Standing Committees, BoG, Secretariat, etc.)
- This dashboard will **not be made publicly available** until further agreement

Dashboard Preview (Page #1)



Metrics Template Summary

| RSPO Membership Number | Region | Country | RSPO PalmTrace ID Number |
|------------------------|---|---------|--------------------------|
| (All) | Indonesia | (All) | (All) |
| Name of RSPO Member | Number of Mill(s) 93 | | |
| Name of Certified Unit | Number of Certified Estate(s) 284 | | |
| Certification Body | Total Production Area (ha) for Certified Estate(s) 1,244,934 | | |
| Supply Chain Model | Total Certified Area (ha) for Certified Estate(s) 1,476,661 | | |
| Assessment Type | Planted Peatlands (ha) 64,727 | | |
| Start Date of Audit | | | |

1. Dashboard was prepared in several pages to ease the navigation.
2. Page #1 displays the overview of summary of available information.
3. All information in every pages can be filtered by using the 'Drop-Down' button.
4. No information displayed in the left column (Name of Members, CBs, SC models, etc.) as this displays the overall data.

Note: This displays only information extracted based on samples of Metric Templates that is selected for Pilot Study of the Dashboard.

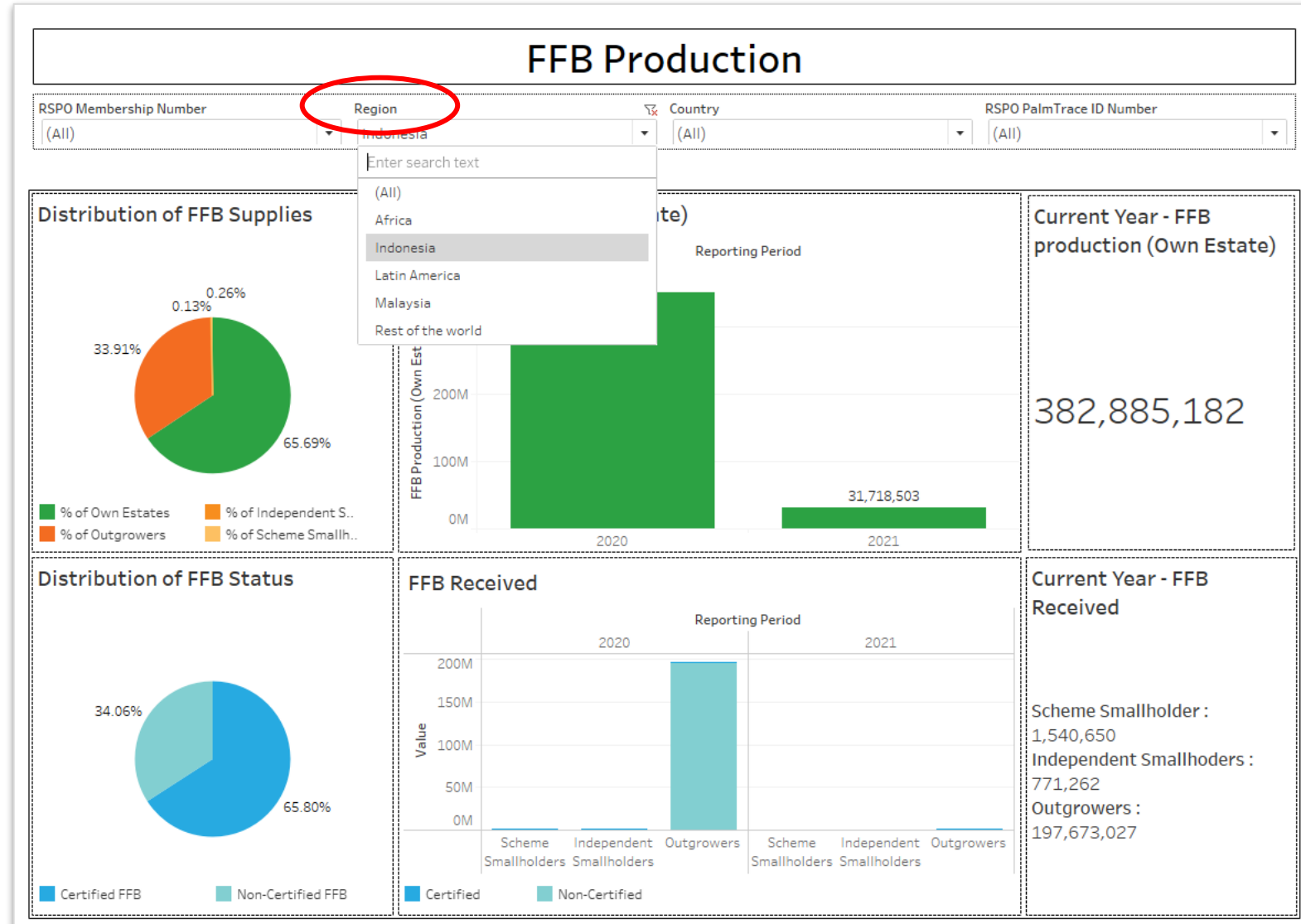
Dashboard Preview (Page #2)

1. The dashboard can be filtered to specific view (i.e. Membership No, Region, Country, PT ID Number).

2. Displayed the status of FFB Production (i.e. Year 2020)

- Own Estates
- Outgrowers
- Independent Smallholders
- Scheme Smallholders

Note: This displays only information extracted based on samples of Metric Templates that is selected for Pilot Study of the Dashboard.



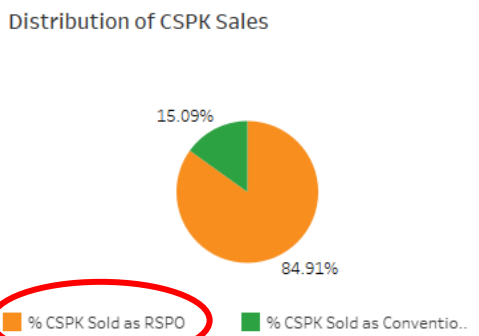
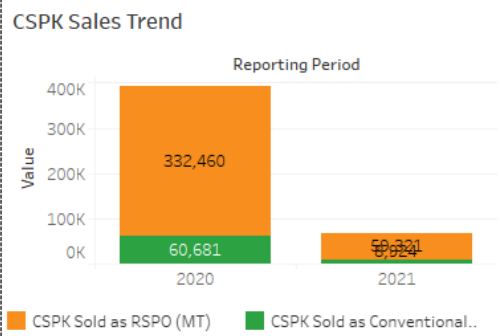
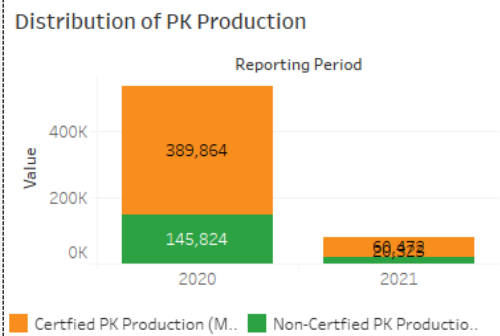
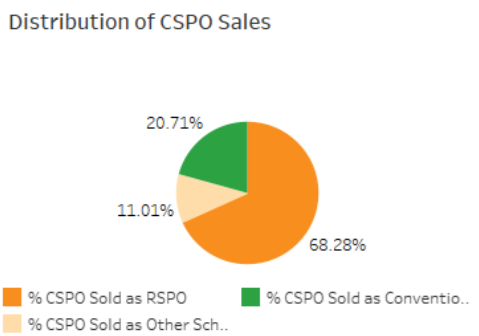
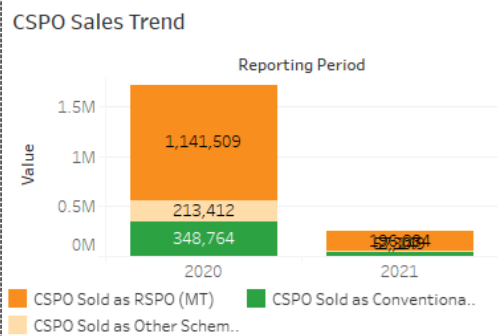
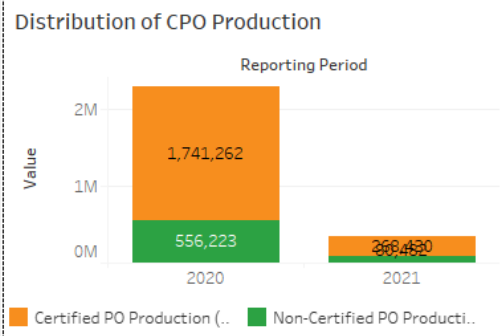


Dashboard Preview (Page #3)

CSPO/CSPK Production & Sales

RSP0 Membership Number: (All) |
 Region: (All) |
 Country: **Malaysia** |
 RSP0 PalmTrace ID Number: (All)

| | | | | |
|---------------------------|----------------------|-----------------------|---------------------------|--------|
| Total CPO Production (MT) | % of CSPO Production | Total CSPO Sales (MT) | % of CSPO Sold/Production | OER |
| 2,646,397 | 75.94% | 1,960,026 | 1.88% | 21.41% |
| Total CPK Production (MT) | % of CSPK Production | Total CSPK Sales (MT) | % of CSPK Sold/Production | KER |
| 616,482 | 73.05% | 461,387 | -1.79% | 4.99% |



1. The dashboard can be filtered to specific view (i.e. Membership No, Region, Country, PT ID Number).
2. Displayed the status of CSPO/CSPK Production and Sales (i.e. Year 2020)
 - Certified vs Non-Certified
 - Total CPO Production vs % CSPO Produced
 - CSPO Sold as RSP0 Certified vs Conventional/Other Scheme

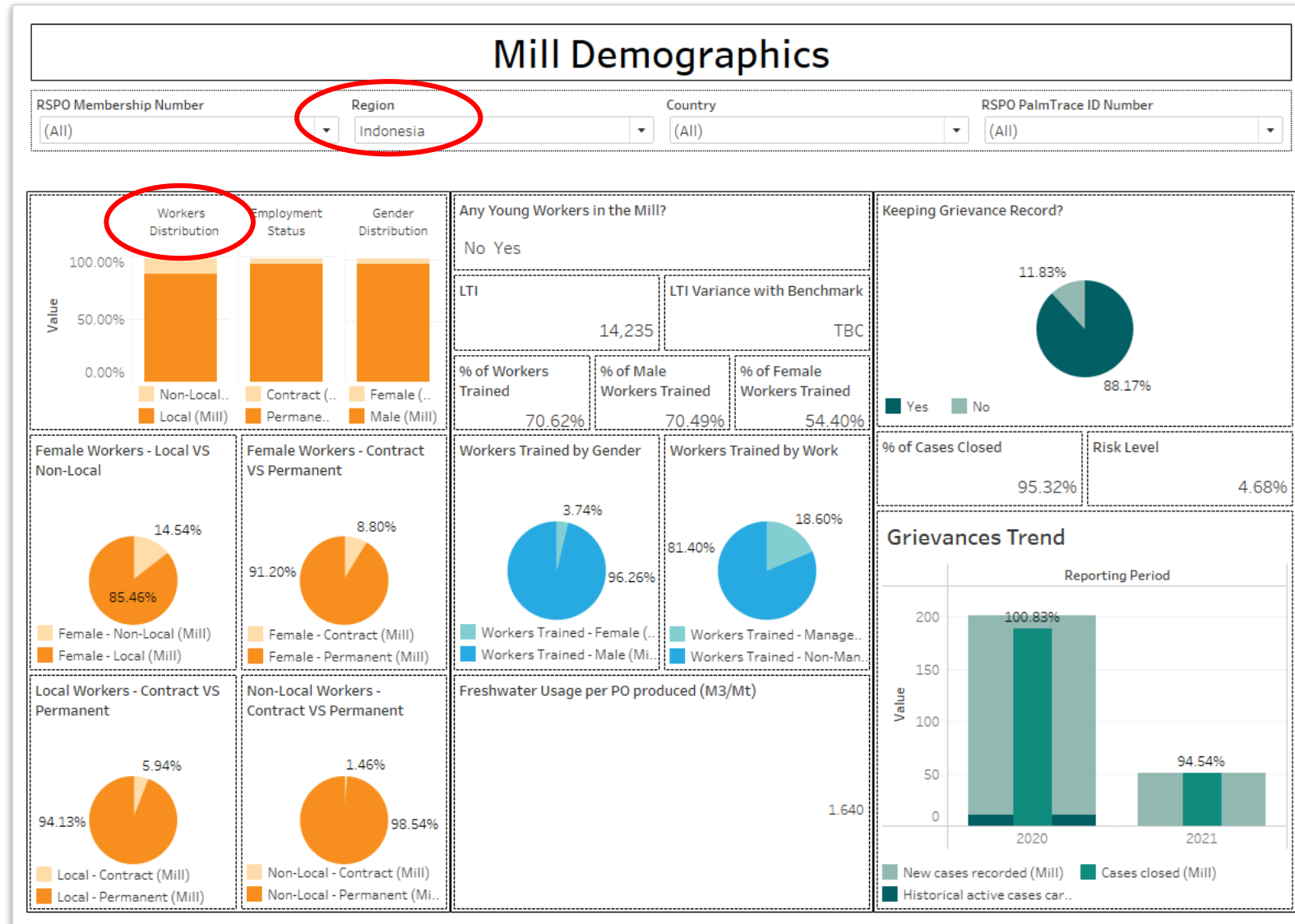
Note: This displays only information extracted based on samples of Metric Templates that is selected for Pilot Study of the Dashboard.

Dashboard Preview (Page #4)

1. The dashboard can be filtered to specific view (i.e. Membership No, Region, Country, PT ID Number).

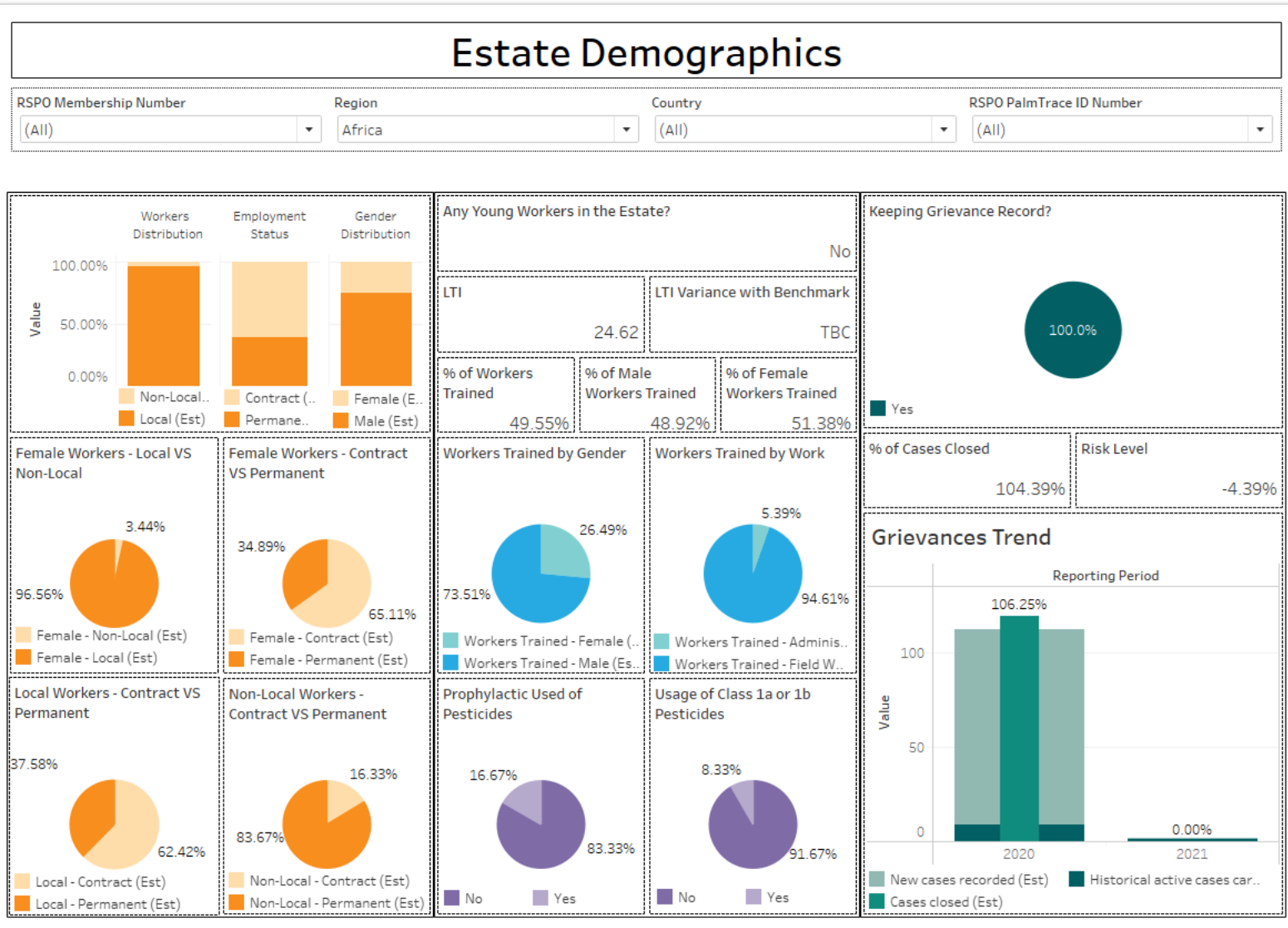
2. Displayed the overview of demographic information at the Certification Unit.

- Workers Distribution (Local vs Foreign)
- Employment Status (Contract vs Permanent)
- Gender Composition
- Training Information
- Grievance Pattern



Note: This displays only information extracted based on samples of Metric Templates that is selected for Pilot Study of the Dashboard.

Dashboard Preview (Page #5)



- The dashboard can be filtered to specific view (i.e. Membership No, Region, Country, PT ID Number).
- Displayed the overview of demographic information at the Estates Level (direct supply bases).
 - Workers Distribution (Local vs Foreign)
 - Employment Status (Contract vs Permanent)
 - Gender Composition
 - Training Information
 - Grievance Pattern
 - Pesticides Usage

Note: This displays only information extracted based on samples of Metric Templates that is selected for Pilot Study of the Dashboard.



“ Proposed P&C Metrics Template Revision ”

Note: Proposed revisions are currently being briefed to the relevant TFs and the Standards Setting Committee (SSC) for feedback. Approval from SSC is expected in September.

Metrics Template Revision



Key proposed changes in Metrics Template version 3.0:

1. **Reporting on production volumes for CPO and FFB based on licence period is removed from the template.** Only annual data on calendar year is required.
 - o Data collected from the Metrics Template will be used for Impact and M&E purpose only.

| Production and Sales | | |
|---|---|---------|
| PO.1.0 Production - Palm Oil | Annual Data (Jan-Dec of Previous Calendar Year) | |
| | Start | End |
| | | #VALUE! |
| Certified PO Production (MT) | | |
| Non-Certified PO Production (MT) | | |
| <i>Total PO Production (MT)</i> | | |
| Certified PO Sales - RSPO (MT) | | |
| Certified PO Sales - Other Schemes (MT) | | |
| Certified PO Sales - Conventional (MT) | | |
| <i>% Certified PO Sales - RSPO</i> | | |
| <i>% Certified PO Sales - Other Schemes</i> | | |
| <i>% Certified PO Sales - Conventional</i> | | |
| <i>Variance</i> | | |

Metrics Template Revision



Key proposed changes in Metrics Template version 3.0:

2. Data on the total water used in the production of CPO will be collected for mill.

- In version 2.0, only freshwater usage is collected. In the new revision, total water which includes freshwater and other alternative water sources will be collected.
- This would reflect a more complete understanding of water usage in the production of CPO of the mill. And show impact of mill operations in terms of water systems and intensity.

| Operations Input (Jan - Dec of previous calendar year) | |
|--|---------|
| O.1.0 - Total water usage (m3) | |
| O.1.1 - Freshwater usage (m3) | |
| Mill water usage per PO produced tonne (M3/MT) | #DIV/0! |



RSPO PALMTRACE UPDATES

RSPO CB Interpretation Forum
23 August 2022
Medan, Indonesia

UPDATES



1

Update active license in PalmTrace.
Section 2

2

Mechanism to prevent sold volume
exceeding the actual production

3

Updated Terms and Conditions

4

Upcoming RSPO PalmTrace
Developments in CY 2022



- 1. Update active license in PalmTrace
Section 2**

UPDATE ACTIVE LICENSE IN PALMTRACE PROJECT



| Section Update | Editable information | Dates |
|----------------|---|---------------|
| Section 0 | <ul style="list-style-type: none">• Member ID• RSPO Membership number• Audit information• Request approval | October 2021 |
| Section 1 | <ul style="list-style-type: none">• Type of member and activities<ul style="list-style-type: none">- Type of certificate holder- Role of the certificate holder- Certified volume in case it applies... | June 2022 |
| Section 2 | <ul style="list-style-type: none">• Questionnaire<ul style="list-style-type: none">- Scope of assessments- Previous license volume info- Certified area info- GPS coordinates... | End Sept 2022 |
| Section 3 | <ul style="list-style-type: none">• Certificate settings<ul style="list-style-type: none">- Certificate- Audit report- Other documents | October 2021 |

1. UPDATE LICENSE SECTION 2 (CB AREA) IN PALMTRACE



New features will be added in order to optimize the functionality of the CB section:

1. Click to **update button** for Section-2

Update License Process [Expand All](#) | [Col](#)

Member Information

Member ID * :

Member Details: [PNC Member - Outgrower, Netlink, Bhopal, 460023, India](#)

RSPo Membership Number * :

Parent Company: ADITYA OVERSEAS, KILA NO.23/1/1/2,2/1,MIN,26,2/2/2MIN,2/2/3/1,NEAR INDOGULF CROPSSCIENCES,CONTROLLED AREA AROUND PRIMARY SCHOOL, VILLAGE NATHUPUR, SONIPAT, HARYANA, 131029, India

I confirm that the given RSPo Membership Number / Parent Company information is correct.

Audit was conducted on

Audit Date:

Inspection Results

| | | |
|---|--|--|
| <input type="checkbox"/> Section 1 Type of Member & Activities: | <input type="button" value="Click to update"/> | Status: Updated |
| <input type="checkbox"/> Section 2 Questionnaire: | <input type="button" value="Click to open"/> | Status: Completed Section 2 is temporarily disabled. Ability to update it will be enabled soon |
| <input type="checkbox"/> Section 3 Certificate Settings: | <input type="button" value="Click to update"/> | |

1. UPDATE LICENSE SECTION 2 (CB AREA) IN PALMTRACE



2. Click to **save** the incomplete update license request in **draft**

A screenshot of a web application window titled "Request Approval". The window contains the following fields and controls:

- Request Date:** 01-06-2022
- Requestor:** RSPO TP
- Requestor Function:** Auditor (dropdown menu)
- The CB confirms that this request fully complies with the regulations of the RSPO Certification Protocol and the RSPO Supply Chain Model

At the bottom right of the window, there are three buttons: "Cancel", "Save As Draft" (highlighted with a yellow box), and "Submit For Approval".

1. UPDATE LICENSE SECTION 2 (CB AREA) IN PALMTRACE



COMMUNICATIONS

- This feature will be available by September 2022.
- **Email updates** will be sent to the RSPO PalmTrace members (CB) about this new feature.
- This new functionality will be explained in the coming CB forums.



2. Mechanism to prevent sold volume exceeding the actual production

2. MECHANISM TO PREVENT SOLD VOLUME EXCEEDING THE ACTUAL PRODUCTION



BACKGROUND

In many cases, Independent Smallholder Group (ISH) will typically allocate 100% of their Certified Volume FFB as RSPO Credits upon license approval.

This has resulted in Group Managers being unable to prove that they reached their Certified FFB actual Production at the end of the licensing period.

2. MECHANISM TO PREVENT SOLD VOLUME EXCEEDING THE ACTUAL PRODUCTION



BACKGROUND

Allocate Credits

Allocate Credits

Member Details

Member Name: ISH Training Account 1, Future State
Member ID: RSPO_PO1000011845
Holding Name: Training Holding
RSPO Member Number: 4-0054-09-000-00
Country: Unnamed City, Indonesia

Allocation Details

| Input Product | Supply Chain Model | Available Volume | Volume to Convert | Output Credit | Equivalent Credits |
|---------------|--------------------|------------------|---|---|--------------------|
| FFB | IP | 295,800 MT | <input type="radio"/> All <input checked="" type="radio"/> Custom <input type="text" value="100"/> - Remaining Volume : 295,700 MT | IS-CSP0 Credit (IP) IS-CSPKO Credit (IP) IS-CSPKE Credit (IP) | 20 2 2 |

** FFB volume equivalent to the total no. of output credits will only be deducted upon conversion (not the entered volume).*

Yes, I am sure I want to allocate physical volume to credits.

Reset Cancel **OK**

2. MECHANISM TO PREVENT SOLD VOLUME EXCEEDING THE ACTUAL PRODUCTION



NEW FEATURE

Upon consultation with the RSPO, the following will be introduced:

- As a part of the new change default, **auto allocation shall be reduced to 70%**.
 - This will **create attention** when an ISH allocates all the volumes at the beginning of the license period.
- 30% allocation from certified FFB into RSPO Credits (IS-CSP0; IS-CSPKO; IS-CSPKE) needs to be **manually completed** by ISH.

2. MECHANISM TO PREVENT SOLD VOLUME EXCEEDING THE ACTUAL PRODUCTION



NEW FEATURE

- **Email notification** will be sent to the ISH Group when new license is active and >70% Certified FFB is allocated

Dear <Teguh> <Wijoyo>,

For your account <Account> with the Member ID <MembershipID>, <100> <IS-CSPO> have been allocated by <Teguh Wijoyo>.

Your RSPO Credits are now available to be traded under the Book and Claim supply chain model. If you wish to trade with these credits, please place an offer in PalmTrace's marketplace "Book and Claim". You can cancel an offer before a match is made with a buyer (referred to as an "open offer"). You can also revert the credits available in your account back to physical, by using the option "Revert Credits to Physical" accessible from the Trading & Stock tab in the Member Area.

The 30% of the certified volume in your account has not been allocated as credits and remains available to use in your PalmTrace account. If you wish to allocate this as credits, you can do it from the Trading & Stock tab in the Member Area.

[← Reply](#)

[↪ Forward](#)

2. MECHANISM TO PREVENT SOLD VOLUME EXCEEDING THE ACTUAL PRODUCTION



HOW TO COMMUNICATE NEW FEATURE?

- This feature will be available by November 2022.
- **Email updates** will be sent to the RSPO PalmTrace members (ISH Groups) about this new feature.
 - It includes the updated on the PalmTrace manuals for the independent smallholder groups.
- This new functionality will be explained in the coming CB forums.



3. Updated Terms and Conditions in the RSPO PalmTrace

3. UPDATED TERMS AND CONDITIONS IN THE RSPO PALMTRACE



- Upon approval from the RSPO, the RSPO PalmTrace Terms & Conditions for Book and Claim will be updated. As an overview there will be a new clause that will be added:
 - **Collection process** if buyers do not pay the invoice.

How to communicate this?

- This feature will be introduced by October 2022.
- **Email** will be sent to all RSPO PalmTrace members about these updated terms and conditions.
- This update also will be **published** on the RSPO PalmTrace website.
- Buyers need to agree again to the new Terms and Conditions

IF BUYERS DO NOT PAY THE INVOICE

1

If no full payment is received within 14 days after the date of sending the invoice, the Buyer may receive a first and second reminder.



2

- If no full payment is received within 2 months after the date of sending the invoice, the following applies:
 - No more action will be taken to force the Buyer to pay the invoice.
 - Buyer access will be blocked from entering the RSPO PalmTrace.
 - Seller is asked by Rainforest Alliance if they wish to cancel the match, if so, the match is cancelled, and volumes are returned to the Seller.



3

If no payment is received after 10 weeks, the match is cancelled with RSPO approval. The RSPO Credits of the cancelled match are returned to the Seller's stock. The Buyer will not be able to submit bids to buy any more RSPO Credits.



4. UPCOMING RSPO PALMTRACE DEVELOPMENTS IN CY 2022

4. UPCOMING RSPO PALMTRACE DEVELOPMENT



1. RSPO PalmTrace Survey Feedback

- In order to **expand and strengthen** the RSPO PalmTrace service, RSPO PalmTrace will conduct an **online survey** to collect user feedback.
- This will be available by October 2022.

2. Credit Buyers Training Video

- A **training video** for **credit buyers** will be produced and distributed to buyers in order to expand their knowledge of the RSPO credits trade.

4. UPCOMING RSPO PALMTRACE DEVELOPMENT



3. Multiple Phase License Submission for the RISS 2019

- The intention of this new feature is to allow a **single PT ID account** (ISH Group Manager) having **multiple phases** of license with dedicated Certified Volume, and ability to allocate and sell the credits separately.



THANK YOU

For questions on RSPO PalmTrace, please contact our support team via

palmtrace.support@ra.org or +31 (0)208208968