

1. BACKGROUND

The Roundtable on Sustainable Palm Oil (RSPO) is a multi-stakeholder initiative that aims to promote the production and uptake of Certified Sustainable Palm Oil (CSPO).

RSPO has two certification systems, which are the Principles and Criteria (P&C) Certification that ensures palm oil is produced sustainably and the Supply Chain Certification that ensures the integrity of the trade in sustainable palm oil.

The RSPO P&C was introduced in 2007 and was revised in 2013. It is the basis for certification and serves as the global guidelines for sustainable palm oil production. It constitutes a set of environmental, social and economic principles as well as best management practices of which compliancy enables palm oil producers to claim that their palm oil is sustainably produced.

Among the aims of the P&C is to ensure that the fundamental rights of land owners, local communities, plantation workers, small farmers as well as their families are respected and fully taken into account.

In its pursuit of transforming the oil palm industry to make it more sustainable, RSPO faces many challenges, complaints and disputes, as well as opportunities with varying circumstances that require varying approaches. RSPO focuses on dialogue to address and / or resolve any arising grievances as a means of seeking the prevention of conflicts or their resolution, and adherence to the principle of Free Prior and Informed Consent (FPIC); and this is done amongst others through the Complaints Panels and the Dispute Settlement Facility. There is the additional challenge of RSPOs outreach to small holders.

RSPO believes that the Complaints Panel', the Dispute Settlement Facility and liaison with small holders, however, may function more effectively should there be a network of intermediaries, be it individuals or organizations that will be able to assist on-site to provide information, capacity development or mediate cases.

The RSPO Board of Governors (*formerly known as the RSPO Executive Board*) recognizes the need for more comprehensive outreach efforts¹ through a network of intermediaries identified from the related or affected communities within producing countries to support and assist RSPO and local stakeholders, thus paving the way for a more effective engagement process that will then play a key role in RSPO achieving its mission.

2. OBJECTIVES

- Develop communication network and engagement plan with RSPO's advocates (intermediaries) in order to reach out to the community.
- Identify individuals, organizations and/or perhaps governmental bodies that are influential and well-respected by the communities, to be approached for voluntary involvement in the RSPO network of intermediaries.

¹ Decision Paper Agenda for RSPO Executive Board Meeting (July 3 & 4, 2013): RSPO Outreach to Local Intermediary Organizations in Producing Countries.

- Ensure local stakeholders i.e. local communities have adequate channels of communication with the RSPO arena as well as access to information, either directly or through intermediaries.

3. EXPECTED RESULTS

A detailed map of stakeholders and intermediaries and outreach plan that will outline the position, nature, status and training needs of the intermediaries, including the links with RSPO, palm oil producers and processors (both RSPO members and non-members), local political organizations, administrative bodies as well as local communities across all producing countries. ²

4. WORK PLAN

4.1 Stakeholder Activity Audit & Initial Mapping

For the Stakeholder Activity Audit, RSPO would require an audit of historic, existing and (where available) outstanding stakeholder engagement activity, including the role played by RSPO itself, in key palm oil producing countries, especially in geographies that have active developmental issues related to the communities on the ground.

It is also recommended that the appointed consultant study the community/intermediary outreach programmes of organisations similar to the RSPO (Forest Stewardship Council, Rainforest Alliance, Roundtable on Responsible Soy etc), if such programmes have already implemented, to enable learnings and, where necessary, adoption and adaptation of best practices.

The Initial Mapping effort will identify the appropriate channels and/or mechanisms for feasible engagement with identified stakeholders and provide insight into the issues that concern these stakeholders the most.

Identified intermediaries must have the aptitude to inform, capacitate and engage local communities (if the latter so desire) aside from potentially possessing the greater capacity to initiate planning, potentially positively influence policy development and support RSPO's vision.

Intermediaries may include a wide range of individuals and / or organizations with either formal or informal ties to the community and the ability or authorization to assist the community. They may include any of the following:

- Community leaders
- Religious leaders
- Unions (labour, etc.)
- Social NGOs (local / international)
- Local associations / organizations
- Institutes (research, etc.)

² Producing countries include but are not limited to Indonesia, Malaysia, Thailand, Papua New Guinea and relevant Latin American and African countries. Please refer to www.rspo.org for more details on RSPO members.

- Other Civil Society Organizations (CSO)

4.2 Stakeholder Identification

A detailed Stakeholder Identification process should be carried out to identify stakeholders in palm oil producing countries. The first phase should focus on Indonesia, Malaysia, Papua New Guinea and Africa and delivered by end of this project (April 2014), with eventual rollout to all other producing countries.

RSPO is ideally looking to identify the Stakeholders, and develop the desired network that will essentially build the following aspects.

- Recognizing and strengthening the nature of their relationships with Producers, Local Government, Administrators, Community Groups, RSPO and other related organizations
- Awareness among local communities of the RSPO Principles & Criteria (P&C) and its influence on RSPO Grower members and compliancy
- Perspectives on RSPO and the palm oil industry on the whole in terms of environmental, social and economic impacts as well as
- Extent of their capacity, their needs, and geographic range, inclusive of the local and indigenous communities within the area

4.3 Stakeholder Communication, Engagement and Capacity Building

The final phase (Jan-Apr 2014) will be to develop a stakeholder communication, engagement and training plan that will incorporate systematic reviews and tracking of key perspectives.

The following will need to be developed in accordance to this:

- Build, maintain and expand the stakeholder contact database across all producing countries that will include the earlier identified Intermediaries (*refer to 4.1*)
- Possibly through some sort of National level 'Stakeholder Panel' to potentially serve as a monitor aside from regular contact and providing feedback, assessment and / or validation
- Evidence review of existing research, communication, engagement, capacity building and training from or with RSPO to better equip or enhance the intermediary capabilities of those identified

5. REQUIREMENTS

- Outline of approach in delivering the Work Plan, which includes rationale for the approach, project management and delivery.
- Credentials to lead the project, which includes prior experience in stakeholder mapping and engagement.
- In-depth understanding and broad real-time experience of the socio-political, economic and cultural realities of local communities and civil society on the ground.
- Relevant knowledge or experience with regards to sustainable palm oil or other similar crops or commodities and the social issues that surround the development of these.
- Able to provide a feasible work plan within the proposed budget allocation.
- Able to provide a detailed and pragmatic timeline

6. BUDGET & TIMELINES

The proposals, which include projected costs and timeline, must be submitted to the RSPO Secretariat (rahayu.zulkifli@rspo.org) by 31 January 2014. Interested consultants should contact the RSPO Secretariat prior to 31 January to indicate their interest to submit their proposal.

The proposals will be reviewed by the RSPO Indonesian Director, RSPO Communications Director and RSPO Head of Impacts by 15 February 2014.

Planning and execution is anticipated to commence in March 2014 and completed by end of June 2014. A first preliminary result is expected to be delivered by April 2014.