

CB Interpretation Forum

Day 3: 16 March 2022





Things to Note

- Strict COVID-19 protection measures should be followed at all times.
- This event will be recorded for learning and minute-taking purposes.
- Q&A session will be held at the end of every presentation.
- To ask questions:
 - Virtual participants:
 - Q&A box - type in your questions. Panelists will answer verbally or in writing.
 - Raise hand icon - click on it and wait for the host to enable your mic.
 - Physical participants:
 - Raise your hand and wait for the emcee's cue.
- Minutes and pictures will be published on the RIF one month after this event.
- Please complete the satisfaction survey form for this RSPO Interpretation Forum, we really appreciate your comment.



CB Interpretation Forum Evaluation Form



<https://forms.gle/1LBCcFee6eGgAVba6>



CB Interpretation Forum

Day 3: 16 March 2022

Time	Duration	Topic	Presenter
9.00 am	15 mins	Recap of Day 2	Participants
9.15 am	75 mins	RISS Training: - RSPO Membership (for ISH) - RSPO Independent Smallholder Standard (2019)	Membership Unit Smallholder Unit
10.30 am	15 mins	Morning Break	-
10.45 am	60 mins	RISS Training: ICS Management, Internal Audit Requirement	Smallholder Unit
11.45 am	45 mins	RISS Training: Guidance Documents & Tools for ISH	Smallholder Unit
12.30 pm	90 mins	Lunch Break	-
2.00 pm	45 mins	RISS Training: Ensuring Compliance to RaCP for ISH	Integrity Unit
2.45 pm	30 mins	RISS Training: HCV Assessment Process for ISH, Simplified HCV Tools for ISH	Integrity Unit
3.15 pm	30 mins	CB Sharing: Conducting RISS Audit for ISH	TRID
3.45 pm	15 mins	Afternoon Break	-
4.00 pm	60 mins	RISS Training: RSPO PalmTrace ISH for CBs	Rainforest Alliance
5.00 pm	15 mins	Closing Remarks	Deputy Director, Compliance
End of Day 3			

Recap of Day 2





Attention!

- Today's session is dedicated for ISH Training (RISS 2019) for CB Auditors to fulfill the Requirement 4.8.6 (f) in the RSPO Certification System for P&C and ISH Standards (2020).
- Here are some important things to note:
 - Participants (physical/virtual) are required to **attend and complete the full session** of the training in order to qualify to the Requirement 4.8.6 (f) in the RSPO Certification System for P&C and ISH Standards (2020).
 - Participants are required to **PASS an online test** that will be provided after the training.
 - The test will consist of 25 multiple-choice questions
 - Passing mark is 70%
 - The test is to be completed within 3 working days after distribution of the link
 - RSPO Secretariat will provide statement of attendance (email) for the participants that fulfill the above requirements.
 - RSPO Secretariat will consider the attendance, participation, and interaction with the presenter as part of essential components of successful and completion of the training.
 - This qualification will remain valid until further announcement from the RSPO Secretariat.

RSPO Membership

embark on your sustainability journey





Why Join RSPO?



Reputation

Membership demonstrates the first step towards commitment to sustainable palm oil. Members contribute constructively towards promoting the growth and use of sustainable palm oil to protect people, planet and prosperity.



Sustainable Growth

As RSPO is an internationally recognised certification standard for sustainable palm oil, you will demonstrate to your customers and partners that you support the production of sustainable palm oil. Aside from the benefits for people and planet, research has indicated that switching to producing sustainable palm oil can reap significant economic returns on the investment needed to do so.



Market Access

Members can access markets and contribute to the increasing demand for certified sustainable palm oil.

As members, they have a say in the RSPO's decision-making, shaping efforts to make sustainable palm oil the norm.

Members of the RSPO represent all stages in the supply chain and the world's largest palm oil producing regions.



Use of Trademark

It will entitle you to use the RSPO Trademark, thereby demonstrating your commitment to this transformational process.



Influence and Global Network

Through RSPO, members have access to a strategic platform to co-create and influence policies and key decisions. They also benefit from best practices on agricultural, environmental and social aspects.



Assurance and Third Party Validation

RSPO is a member of ISEAL, the world's most credible association of sustainability standards. We operate from the RSPO Secretariat based in Kuala Lumpur, Malaysia, which is ISO 9001 certified. All certification bodies conducting RSPO audits are accredited by [Assurance Services International \(ASI\)](#)



Step 1: Category



STEP 01

Determine your Category

This block contains a thumbnail image of a document titled "Step 1: Category" which lists three membership categories: "MEMBERSHIP CATEGORY", "ASSOCIATE MEMBERSHIP", and "AFFILIATE MEMBERSHIP".

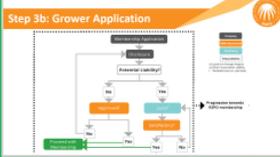


STEP 02

Determine your Group Manager

This block features a photograph of four people in a field, some wearing green shirts and hard hats, engaged in a discussion.

Step 3b: Grower Application



STEP 03

Apply for Membership

This block includes a flowchart titled "Step 3b: Grower Application" showing the process from "Grower Application" to "Membership Application" and "Approval".

Step 4: Certification/Credits/Trademark



STEP 04

Certification
Palm Trace
Trademark

This block contains a list of three steps: "1. Certified under RSPO Independent Smallholders Standard", "2. Register Palm Trace account to sell credits", and "3. Apply for trademark license". It also includes logos for Palm Trace and RSPO.

Steps towards sustainable palm oil

Email your enquiry to membership@rspo.org

Step 1: Category



ORDINARY MEMBERSHIP

For organisations that are:

- ✓ Directly involved in palm oil
- ✓ Purchase, use or trade than 500 metric tonnes of palm oil
- ✓ Represents seven sectors



ASSOCIATE MEMBERSHIP

For organisations that are:

- ✓ Directly involved in palm oil
- ✓ Purchase, use or trade less than 500 metric tonnes of palm oil



AFFILIATE MEMBERSHIP

For organisations or individuals that are:

- ✓ Service providers or other organisations that are NOT directly involved in palm oil



Oil Palm Growers

Palm Oil Processor and/or Traders

Consumer Goods Manufacturers

Retailers

Banks and Investors

Environmental or Nature Conservation Organisations

Social or Development Organisations

ORDINARY MEMBERSHIP

- Voting rights at RSPO General Assembly (GA)
- Eligible for election to Board of Governors
- Participate in any meetings of GA and thematic Working Groups
- Base membership fee at EUR 2,000 per annum



Supply Chain Associate

Supply Chain Group Manager

SUPPLY CHAIN ASSOCIATES MEMBERSHIP

- No voting rights at RSPO General Assembly (GA)
- Can participate in any meetings of GA
- Membership fee at EUR 100 per annum



Individuals

Associations / Organisations

AFFILIATE MEMBERSHIP

- No voting rights at RSPO General Assembly (GA)
- Can participate in any meetings of GA
- Membership fee at EUR 250 per annum

Step 2: Smallholders Group Manager

Smallholder - Farmer growing oil palm where the total planted area of oil palm is below 50 hectares in size. Smallholders must form a group and assign a manager.

- i. An individual – the smallholder group must register itself as a legal entity before applying for membership.
- ii. An entity – the group manager as an entity shall apply for membership.



Application (Grower)

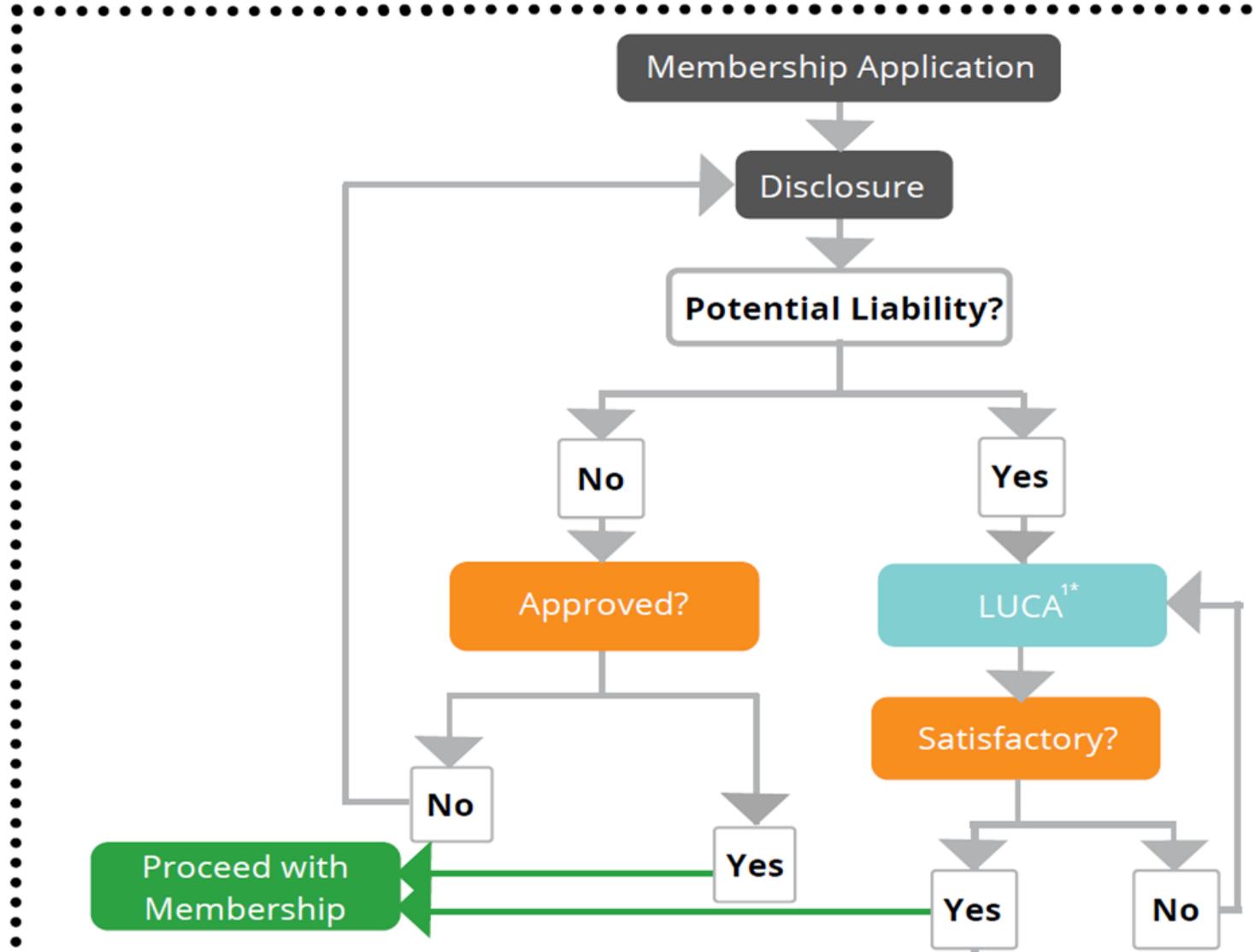


Documentation (Smallholders Group)

- 1 Proof of business registration
- 2 Reporting template for disclosure of areas cleared without prior HCV Assessment since November 2005 (Smallholders)
- 3 Clear evidence that members of the Smallholders Group has agreed to appoint the applicant to act as their Group Manager (e.g official minutes of meeting)
- 4 A statement by the Group Manager to declare that they will represent the Smallholders Group with integrity and commit to the RSPO standards.
- 5 A list of all members in the Smallholders Group with their individual land details (size of land and land registration number). This list must be signed by the appointed Group Manager.
- 6 Two names (either company or an individual) as reference for due diligence purposes.



Step 3b: Grower Application



- Company
- RSPO Secretariat
- Third Party
- Interpretation

- (1) Land Use Change Analysis
- (2) Final Conservation Liability
- Reviewed case on case basis

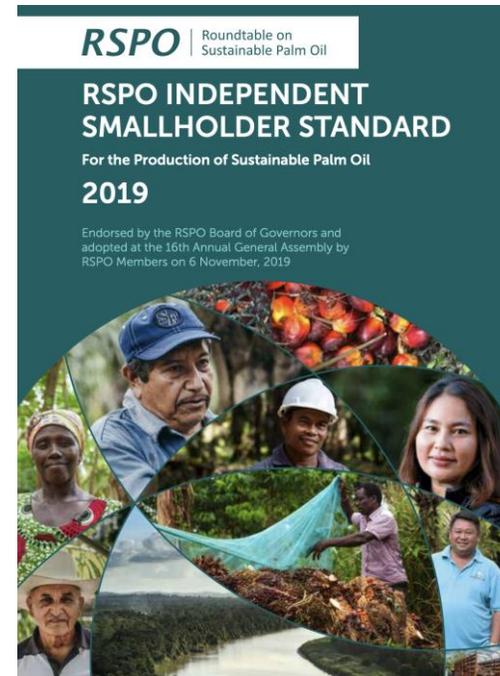
Progression towards RSPO membership

RaCP process after LUCA approval to continue after membership approval, managed by the compensation desk.

Step 4: Certification/Credits/Trademark



1. Certified under RSPO Independent Smallholders Standard
1. Register Palm Trace account to sell credits
1. Apply for trademark license



Member's Obligation



- Membership fee
- ACOP report submission
- Certification



Resource Library

RSPO Statutes

[LINK](#)

RSPO Membership Rules

[LINK](#)

RSPO Code of Conducts

[LINK](#)

[LINK \(For SCA\)](#)

Search Members

Enter Member Name

Ordinary Members Oil Palm Growers All Countries

Name	Country	Member Since	Category
Best Foods Polska Spółka z Ograniczoną Odpowiedzialnością Spółka Komandytowa	Poland	2021-10-21	Associate
MODULUS COSMETICS PRIVATE LIMITED	India	2021-10-07	Ordinary
OLEODAVILA S.A.	Ecuador	2017-09-06	Ordinary
Re.La.Vi S.p.A	Italy	2017-01-03	Ordinary
JTM Foods, LLC	United States	2017-08-06	Ordinary
Edisla, Inc.	United States	2017-12-06	Associate
Biosolus GmbH	Germany	2016-01-01	Ordinary

Guidance Documents

- [Membership Application](#)
- [Group Membership Disclosure](#)
- [Adding subsidiary online](#)
- [First-Time-Login @ MyRSPO](#)

ABOUT	MEMBERSHIP	CERTIFICATION	SMALLHOLDERS	STANDARDS	IMPACT														
RSPO / Members / Gapoktan Tanjung Sehati																			
Membership No 1-0140-13-000-00			Gapoktan Tanjung Sehati Profile SR Policies																
Category Ordinary			Profile																
Sector Oil Palm Growers			ACOP Report Submissions																
Country/Territory Indonesia			<table border="1"> <thead> <tr> <th>ACOP Period</th> <th>File Name</th> </tr> </thead> <tbody> <tr> <td>2020</td> <td>Gapoktan_Tanjung_Sehati_ACOP2020</td> </tr> <tr> <td>2019</td> <td>Gapoktan_Tanjung_Sehati_ACOP2019</td> </tr> <tr> <td>2018</td> <td>smallholder-group-manager/Gapoktan_Tanjung_Sehati-ACOP2018.pdf</td> </tr> <tr> <td>2017</td> <td>gapoktan tanjung sehati-ACOP2017.pdf</td> </tr> <tr> <td>2015</td> <td>gapoktan tanjung sehati-ACOP2015.pdf</td> </tr> <tr> <td>2014</td> <td>gapoktan tanjung sehati-ACOP2014b.pdf</td> </tr> </tbody> </table>			ACOP Period	File Name	2020	Gapoktan_Tanjung_Sehati_ACOP2020	2019	Gapoktan_Tanjung_Sehati_ACOP2019	2018	smallholder-group-manager/Gapoktan_Tanjung_Sehati-ACOP2018.pdf	2017	gapoktan tanjung sehati-ACOP2017.pdf	2015	gapoktan tanjung sehati-ACOP2015.pdf	2014	gapoktan tanjung sehati-ACOP2014b.pdf
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2015	gapoktan tanjung sehati-ACOP2015.pdf																		
2014	gapoktan tanjung sehati-ACOP2014b.pdf																		
Member since 09 July 2013																			
Web http://ukl@setarajambi.org																			



Find out more at
www.rspo.org

RSPO Independent Smallholder (ISH) Standard

RSPO CB Interpretation Forum 2022





Objective 1
Smallholder
livelihoods are
improved

Objective 2
The number of
smallholders
within the RSPO
system is increased

Objective 3
The business case
for smallholder
inclusion in the
RSPO is made
through increased
support

A roadmap to empower Smallholders

June 2017: RSPO Smallholder Strategy approved by BoG; Objective 2 (of 3 objectives) is to develop a 'simplified approach for smallholder certification'

Two Guiding Principles

01.

Promotion of **greater smallholder inclusion** into RSPO system



02.

Upholding **core sustainability requirements** (NDPE/P&C of Independent Smallholder Standard), to ensure credibility



Two separate RSPO Standards



RSPO Independent Smallholder Standard

applies to independent smallholders



RSPO Principles and Criteria (P&C)

applies to growers, mills and their supply base, including smallholder schemes



Certified Sustainable Palm Oil

Both standards contribute to the production of Certified Sustainable Palm Oil (CSPO)

What's simplified?

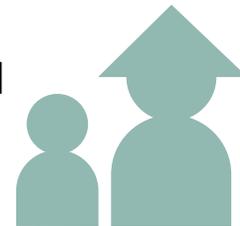
- Lower burden of entry into the RSPO system
 - 📄 Eligibility criteria
- Phased approach towards full compliance, with support for ISH
- P&Cs that are tailored to ISH context
- Simplified assessment and verification
- Easier and quicker access to markets



NOTE: The RSPO ISH Standard is more than just the P&Cs. It proposes a **simplification of the overall process to certification**

I am an independent smallholder if:

- I am not a scheme smallholder (see definition Annex 1)
- The total size of my oil palm production areas is
 - \leq smaller or equal to 50 ha if no threshold is defined in National Interpretation; OR
 - \geq smaller or equal to the maximum size defined in National Interpretations (e.g., for Indonesia this implies threshold size is 25 ha or below and for Ecuador 75 ha or below).
- I have the enforceable decision-making power on the operation of the land ; and/or
- I have the freedom to choose how I utilize the land, type of crops to plant, and how I manage them (whether and how they organize, manage and finance the land).
- I meet any further criteria relative to the applicability of this standard as provided in the National Interpretation in my country.



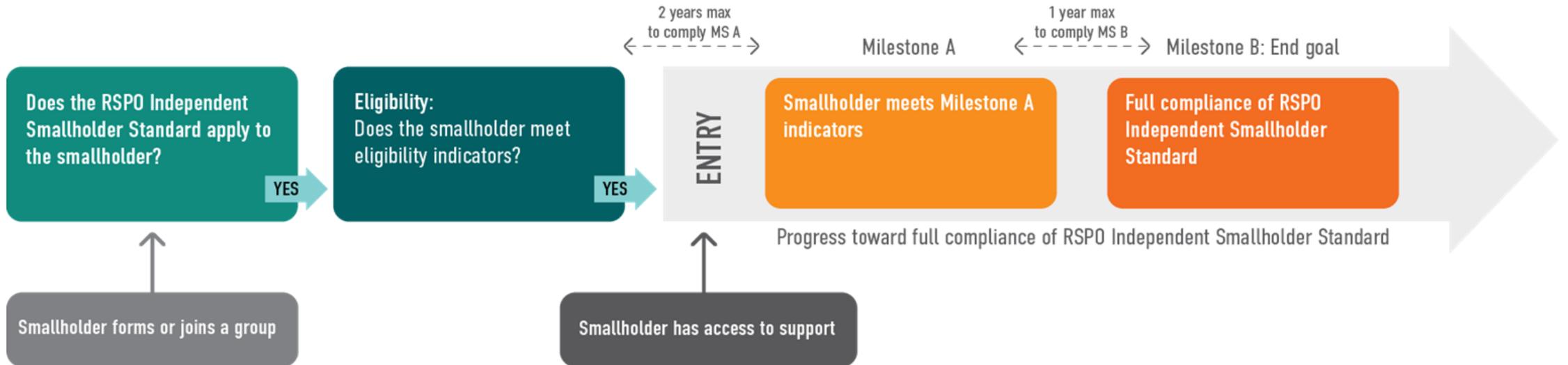


What is oil palm production area?

The total size of the oil palm production area is defined by accumulating all plots owned by a smallholder.

These are existing plots as well as areas available for the expansion of new oil palm plantings, or areas allocated for new plantings, that are owned by one single smallholder – within or outside the unit of certification (e.g. the group the smallholder is part of).

Phased Approach to Certification





How to get certified?

The qualified independent smallholder must:
be a member of a group for independent smallholder certification.

The qualified group must:
be an officially registered or legally formed entity, as defined under the national laws of the country where the group is located.
appoint a group manager that meets all requirements per Principle 1

What is a group? Not all groups look alike:

- ✓ The group manager can be a representative of a mill, an organisation or an individual
- ✓ The group can either be legally registered as an individual or as an organisation.
- ✓ The group can have any number of members, including one.
- ✓ The total number of hectares that form part of the group has no upper limit. There is only an upper limit per individual member.



Questions & Answers



What's in the RSPO ISH Standard?

System Requirements for Group Formation

Criteria and Indicators for Group formation and Management to be implemented by Group Manager

Principles, Criteria And Indicators

4 principles, 23 criteria and 58 indicators organised along the RSPO impact areas, Prosperity, People, and Planet

Guidance for Group Managers

Guidance for group managers on how to comply with the PCIs of this Independent Smallholder Standard and what their responsibilities are

Assurance and Claims

Each phase has its own assurance requirements for assessing compliance, claims that the smallholder can make as well as benefits for the smallholder.

Principles of the ISH Standard

Principle 1:

Optimise productivity, efficiency, positive impacts and resilience



Principle 2:

Ensure Legality, Respect for Land Rights and Community Wellbeing

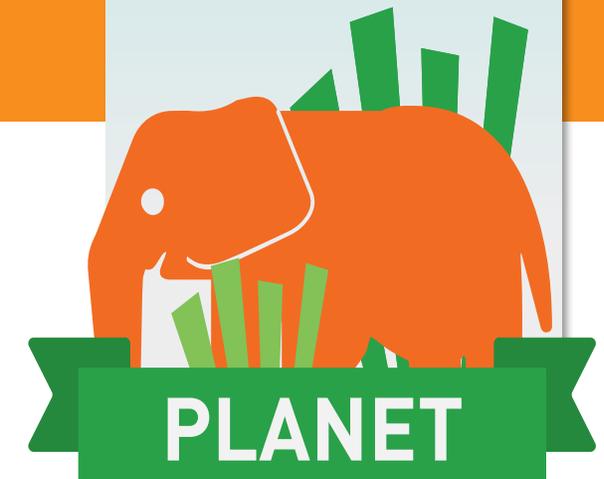
Principle 3:

Respect human rights, including workers' rights and conditions



Principle 4:

Protect, conserve and enhance ecosystems and the environment





Competitive, resilient, and sustainable sector

Principle 1: Optimise Productivity, Efficiency, Positive Impacts and Resilience

Implement professional and transparent operations to secure sustainable livelihood improvements

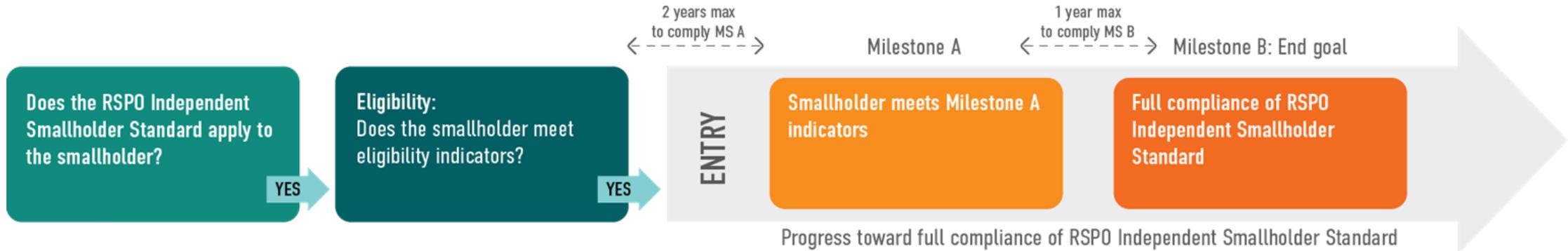
3 Criteria

8 Indicators

- Group governance and capacity to comply standard
- Members commitment, effectively manage own farms
- Good Agricultural Practices (GAP)

Principle 1: Optimise Productivity, Efficiency, Positive Impacts and Resilience

Criteria 1.1 Smallholders establish a legal entity which has organisational capacity to comply with the RSPO ISH Standard.



Eligibility Indicators:

1.1 E Legally registered entities have documented evidence to include:

1. Legal formation (as per country requirements)
2. Fair and transparent decision making and governance
3. Additional documents per requirements for Group Formation and Management.
4. Signed or thumb printed Smallholder Declaration from all smallholder members, reference Annex 2.

Milestone A:

1.1 MS A Group manager and group members have an Internal Control System (ICS) that meets all the ICS Eligibility and MS A requirements (section 3.2 below) and complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder organisations.

Milestone B:

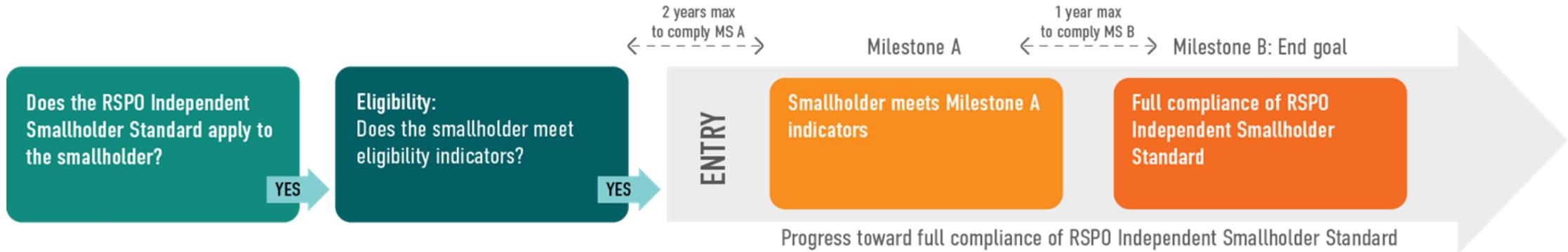
1.1. MS B Smallholder groups are operating in accordance to best management practices for groups, including:

- Fair and transparent decision making and governance; and governance
- Sustainable financial management



Principle 1: Optimise Productivity, Efficiency, Positive Impacts and Resilience

Criteria 1.2 Smallholders have capacity to effectively manage their farm.



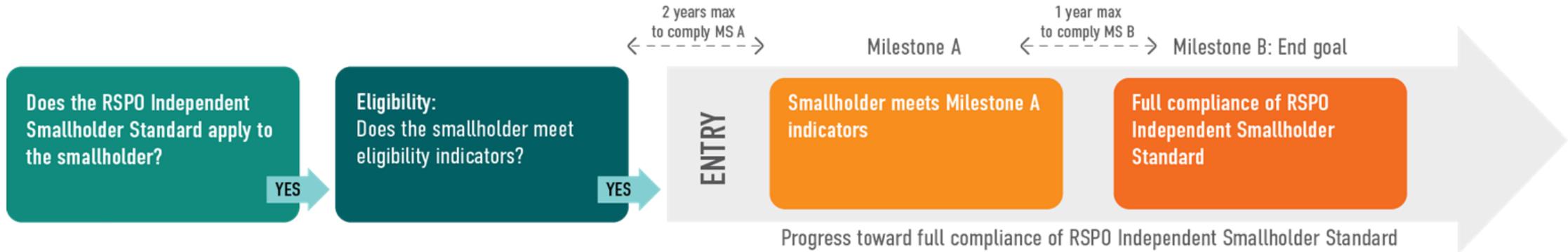
Eligibility Indicators:
N/A

Milestone A:
1.2 MS A Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety

Milestone B:
1.2 MS B Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sales

Principle 1: Optimise Productivity, Efficiency, Positive Impacts and Resilience

Criteria 1.3 Smallholders implement GAP on their farms.



Eligibility Indicators:

1.3 E Smallholders commit to implementing GAP on their farms. (Reference Smallholder Declaration, 1.1.E, Annex 2)

Milestone A:

1.3 MS A Smallholders complete training on GAP.

Milestone B:

1.3 MS B Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.



Sustainable livelihoods and poverty reduction. Human rights protected, respected and remedied.

Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing

Comply with the law and respect communities' rights

Principle 3: Respect Human Rights, including Workers' Rights and Conditions

Safeguard human rights and protect workers' rights, ensuring safe and decent working conditions

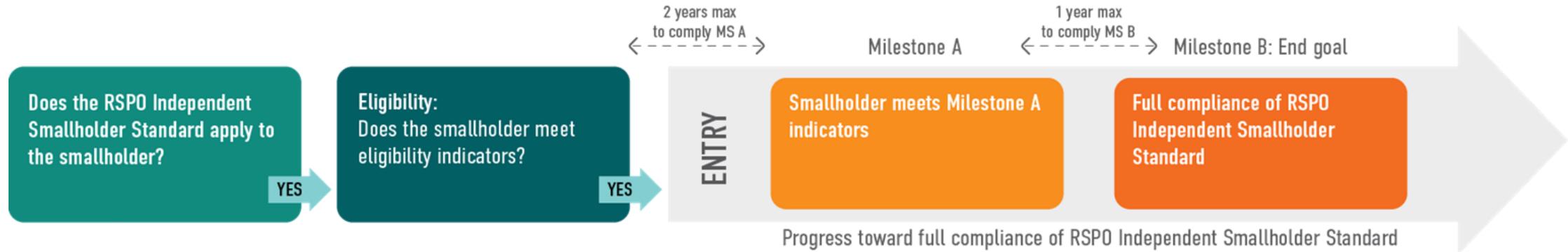
11 Criteria

27 Indicators

- Rights to land, no conflicts, free, prior and informed consent (FPIC)
- No forced labour, child labour
- Fair pay and no discrimination to workers
- OSH

Principle 2: Legality, Respect for Land Rights and Community Wellbeing

Criteria 2.1 Smallholders have legal or customary rights to use the land in accordance with national practice and local laws.



Eligibility Indicators:

2.1 E Smallholders provide the coordinates or maps of their plots and evidence of ownership or rights to use the land. (Reference indicator 1.1.E, Annex 2)

Milestone A:

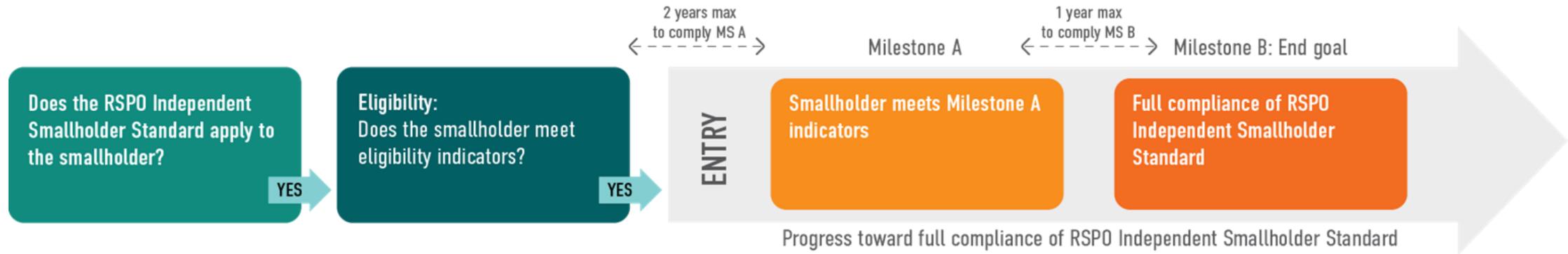
2.1 MS A Smallholders can demonstrate legal ownership or customary rights to use the land or demonstrate that they are in the process of legalisation of that right

Milestone B:

2.1. MS B Smallholder plots are clearly and visibly demarcated and maintained and the smallholders are operating only within these boundaries.

Principle 2: Legality, Respect for Land Rights and Community Wellbeing

Criteria 2.2 Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.



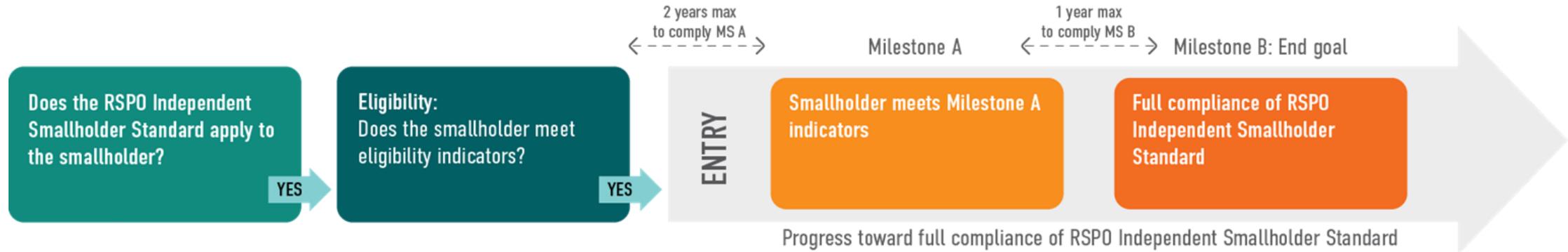
Eligibility Indicators:
2.2 E For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (Ref. Indicator 1.1 E, Annex 2).

Milestone A:
2.2 MS A Same as Eligibility

Milestone B:
2.2 MS B Same as Eligibility

Principle 2: Legality, Respect for Land Rights and Community Wellbeing

Criteria 2.3 The right to use the land is not disputed by indigenous peoples, local communities or other users.



Eligibility Indicators:

2.3 E Smallholders declare any existing disputes, commit to resolving any existing disputes and provide information on the current status of those disputes. (Ref. indicators 1.1.E, Annex 2)

Milestone A:

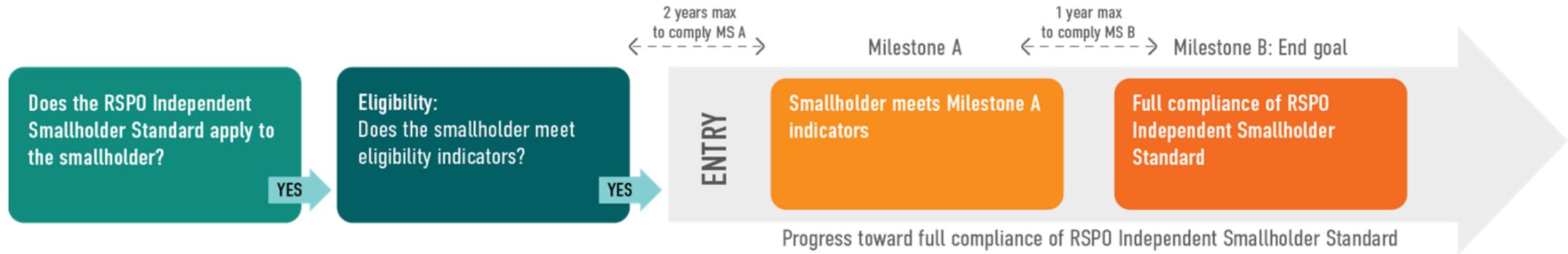
2.3 MS A There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented and accepted by all parties involved

Milestone B:

2.3 MS B Same as Milestone A

Principle 2: Legality, Respect for Land Rights and Community Wellbeing

Criteria 2.4 Smallholder plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law or as specified in National Interpretations.



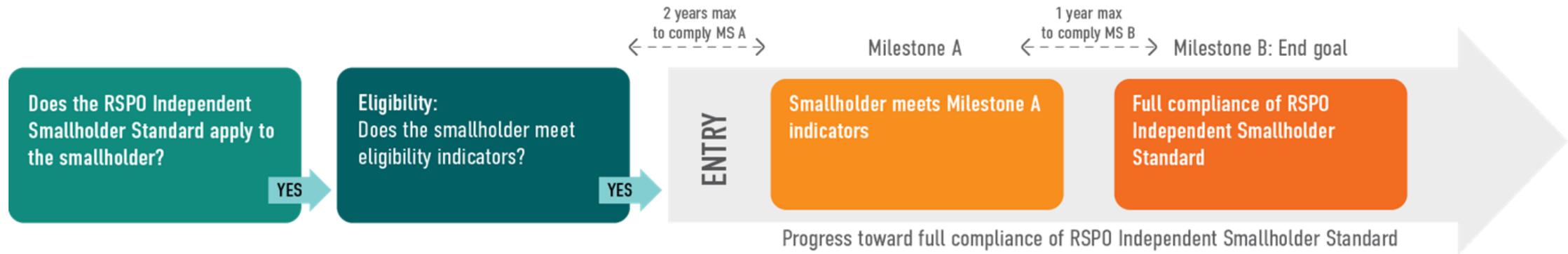
Eligibility Indicators:
2.4 E Smallholder plots are located outside areas classified as national parks or protected areas as defined by national, regional or local law or as specified in National Interpretations (Ref 1.1.E, Annex 2).

Milestone A:
2.4 MS A Same as Eligibility

Milestone B:
2.4 MS B Same as Eligibility

Principle 2: Legality, Respect for Land Rights and Community Wellbeing

Criteria 2.5 For new plantings, smallholders do not clear or acquire any land without obtaining FPIC, of local communities and indigenous people, based on a simplified FPIC approach.



Eligibility Indicators:

2.5 E For new oil palm plantings, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without their free, prior and informed consent, based on a simplified FPIC approach (Reference 1.1.E, Annex 2)

Milestone A:

Do any smallholders within the group have plans for new plantings of oil palm? If none, SKIP

2.5 MS A Smallholders complete training on how to conduct a simplified FPIC approach.

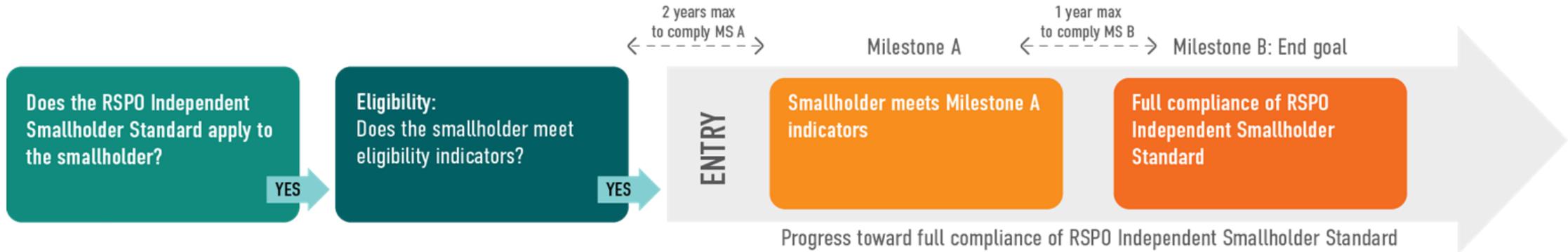
Milestone B:

Do any smallholders within the group have plans for new plantings of oil palm? If none, SKIP

2.5 MS B Based on a simplified FPIC approach, smallholders jointly agree on a plan with local communities and rights holders, including vulnerable groups, for new oil palm developments, if these involve land-use change.

Principle 3: Respect Human Rights, including Workers' Rights and Conditions

Criteria 3.1 There is no use of forced labour



Eligibility Indicators:

3.1 E Smallholders commit to no forced labour and ensure that any forced labour on the farm is terminated at Eligibility. They provide information on the source of labour on the farm, including the family, contract and hired labour. (Reference 1.1.E, Annex 2)

Milestone A:

3.1 MS A Smallholders complete training on fair labour and implement measures to ensure that all work is voluntary and following practices are prohibited:

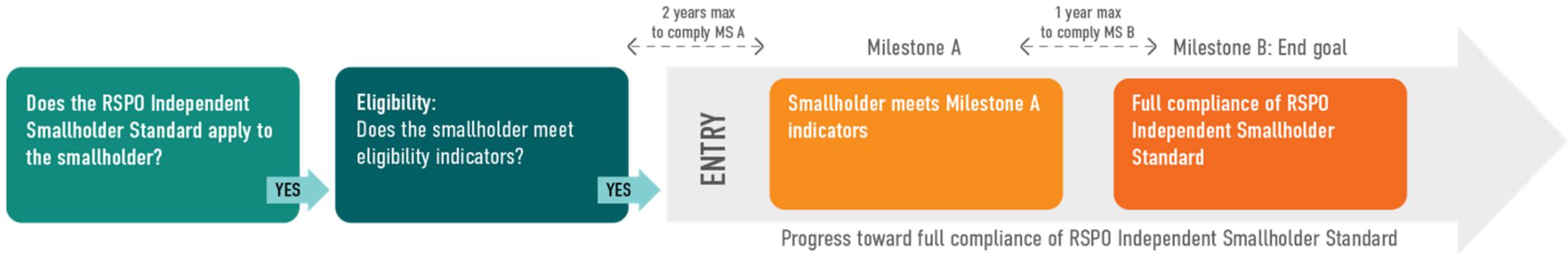
- Retention of identity documents or passports;
- Worker payment of recruitment fees;
- Contract substitution;
- Involuntary overtime;
- Lack of freedom of workers to resign;
- Penalty for termination of employment;
- Debt bondage;
- Withholding of wages

Milestone B:

3.1 MS B Workers on the farm, including their families, have completely unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.

Principle 3: Respect Human Rights, including Workers' Rights and Conditions

Criteria 3.2 Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions



Eligibility Indicators:

3.2 E Smallholders are aware of what child labour is and ensure any child labour in the farm operations are terminated at Eligibility. Awareness of child labour and commitment to no child labour includes:

1. Compliance with the minimum age of workers and as defined by local, state, or national law.
2. Not exposing children to hazardous work.
3. Providing adult supervision of young people working on the farm.
4. Ensuring the practice of children's rights to education is unrestricted and respected. (Reference 1.1. E, Annex 2)

Milestone A:

3.2 MS A Group managers and smallholders implement measures to protect children as follows:

1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher.
2. Children are only permitted to help on family farms and are not permitted to perform hazardous or heavy work.
3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable.

Milestone B:

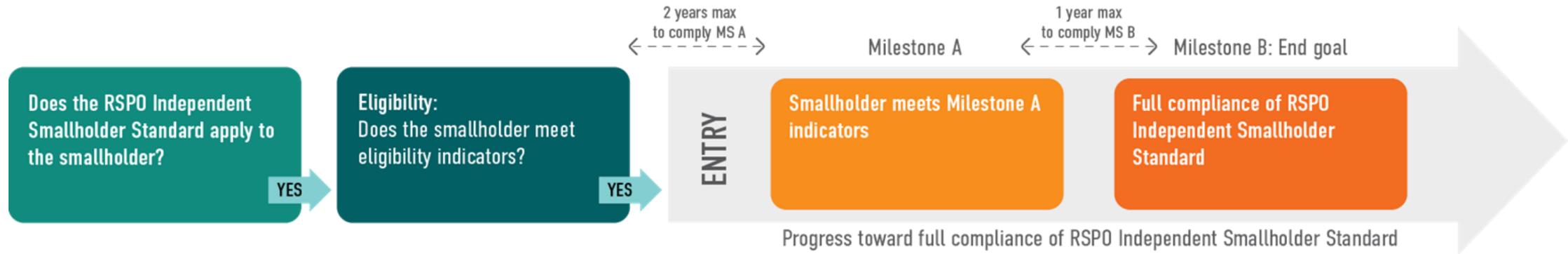
3.2 MS B Same as Eligibility

Principle 3: Respect Human Rights, including Workers' Rights and Conditions



(skip-logic if no workers)

Criteria 3.3 Workers' pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.



Eligibility Indicators:

3.3 E Smallholders commit to pay workers according to minimum legal requirements or mandatory industry standards (Reference 1.1. E, Annex 2).

Milestone A:

3.3 MS A Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups, including women.

Milestone B:

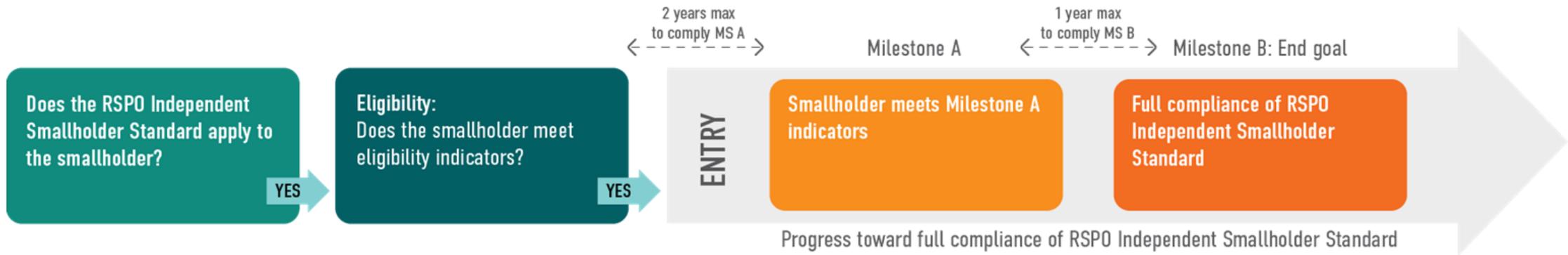
3.3 MS A Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups, including women.

Principle 3: Respect Human Rights, including Workers' Rights and Conditions



(skip-logic if no workers)

Criteria 3.4 Workers understand their rights and freedom to file a complaint to group manager or relevant third parties, including RSPO.



Eligibility Indicators:

3.4 E Smallholders commit to respect the rights of workers to file a complaint (Reference 1.1. E, Annex 2).

Milestone A:

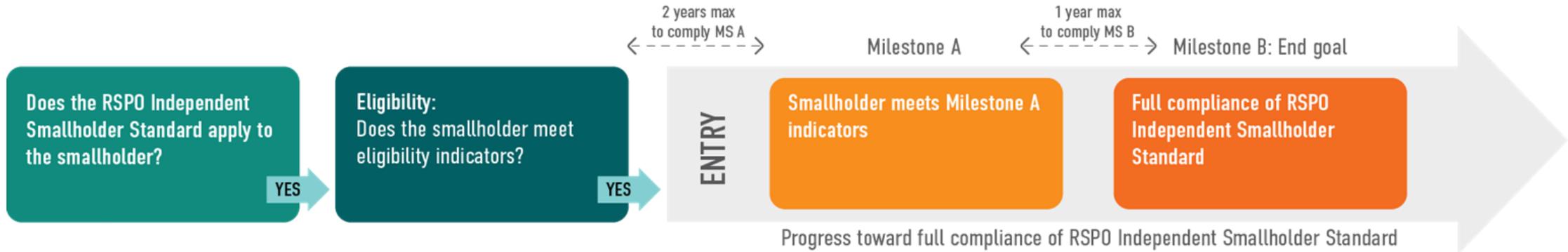
3.4 MS A Smallholders complete training on workers' rights to file a complaint/grievance and communicate to workers the means to file a complaint/grievance

Milestone B:

3.4 MS B Workers are aware of and have access to an effective means for filing a complaint/grievance.

Principle 3: Respect Human Rights, including Workers' Rights and Conditions

Criteria 3.5 Working conditions and facilities are safe and meet minimum legal requirements



Eligibility Indicators:

3.5 E Smallholders commit to providing safe working conditions and facilities (Reference 1.1. E, Annex 2).

Milestone A:

3.5 MS A Smallholders, workers, and family members complete training and aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them

Milestone B:

3.5 MS B Workers, including smallholder family members, have access to safe working conditions and amenities to include:

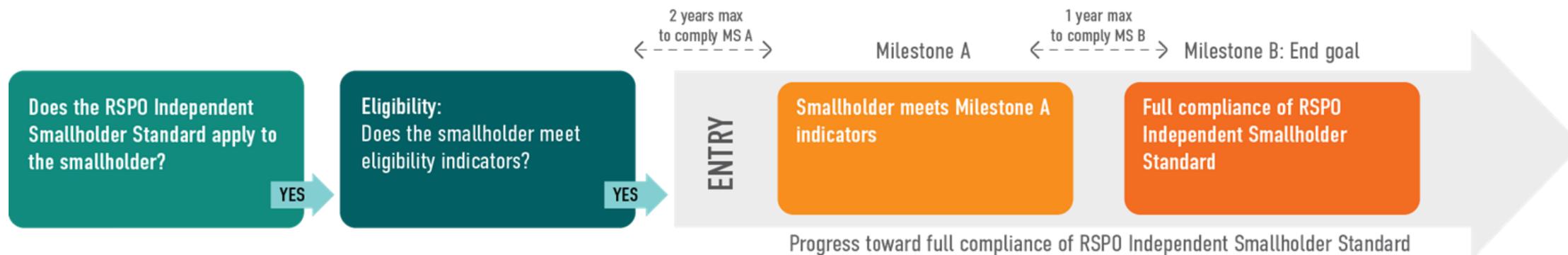
- Safe and adequate housing, where applicable,
- Access to basic first aid supplies,
- Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work,
- Adequate drinking water, and
- Access to toilets

Principle 3: Respect Human Rights, including Workers' Rights and Conditions



(skip-logic if no workers)

Criteria 3.6 There is no discrimination, harassment, or abuse on the farm.



Eligibility Indicators:

3.6 E Smallholders commit to no discrimination, harassment or abuse on the farm. (Reference 1.1. E, Annex 2)

Milestone A:

3.6 MS A Smallholders complete training of workplace discrimination, harassment and abuse and are aware of need for a safe workspace.

Milestone B:

3.6 MS B Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.



Conserved, protected and enhanced ecosystems that provide for the next generation

Principle 4: Protect, conserve and enhance ecosystems and the environment

Protect the environment, conserve biodiversity, enhance ecosystems and ensure sustainable management of natural resources

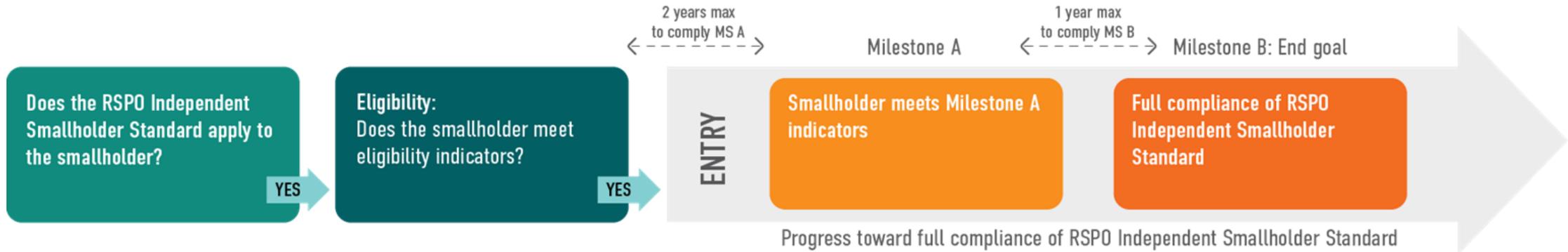
9 Criteria

26 Indicators

- HCV assessment, LUCA
- Management for existing farms on peat
- No fire, manage riparian, soil protection
- IPM and pesticide use

Principle 4: Conserved, protected and enhanced ecosystems that provide for the next generation

Criteria 4.1 High Conservation Values (HCVs) on the smallholder plot or within the managed area and High Carbon Stock (HCS) forests identified after November 2019 using the simplified combined HCV-HCS approach are managed to ensure that they are maintained and/or enhanced.



Eligibility Indicators:

4.1 E Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (Reference 1.1.E, Annex 2)

Milestone A:

4.1 MS A Smallholders complete training on and are aware of:

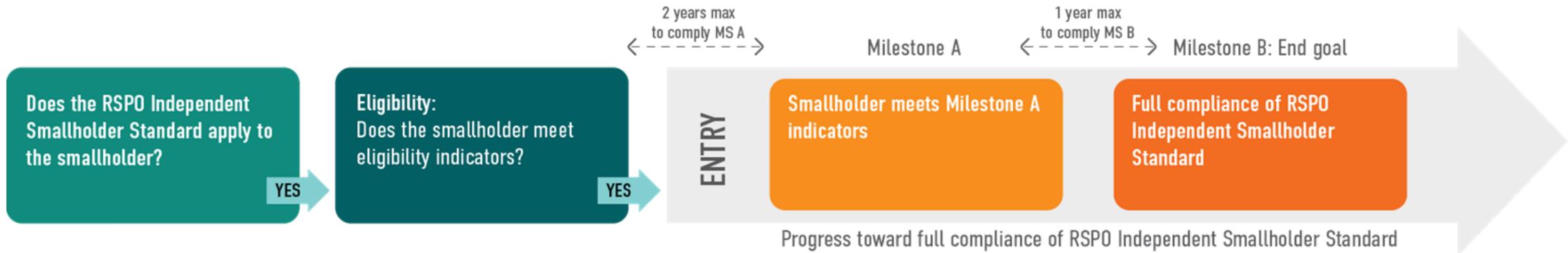
- the importance of maintaining and conserving HCVs and HCS forests;
- human-wildlife conflict and mitigation efforts
- rare, threatened and endangered species and important ecosystems

Milestone B:

4.1 MS B Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable.

Principle 4: Conserved, protected and enhanced ecosystems that provide for the next generation

Criteria 4.2 Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a remediation and compensation process appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (Reference preamble).



Eligibility Indicators:

4.2 E Smallholders provide information on all smallholder plots converted and planted with oil palm after 2005, through use of the simplified combined HCV-HCS approach for Smallholders. (Reference 1.1E, Annex 2).

Milestone A:

4.2 MS A Group members develop a plan to identify the maximum area for on-site remediation of HCVs lost since 2005 and HCS forests lost since November 2019, through a participatory process and the plan is submitted to the RSPO

Milestone B:

4.2 MS B An RSPO-approved plan to remediate for HCVs lost since 2005 and HCS forests lost since November 2019 is implemented.

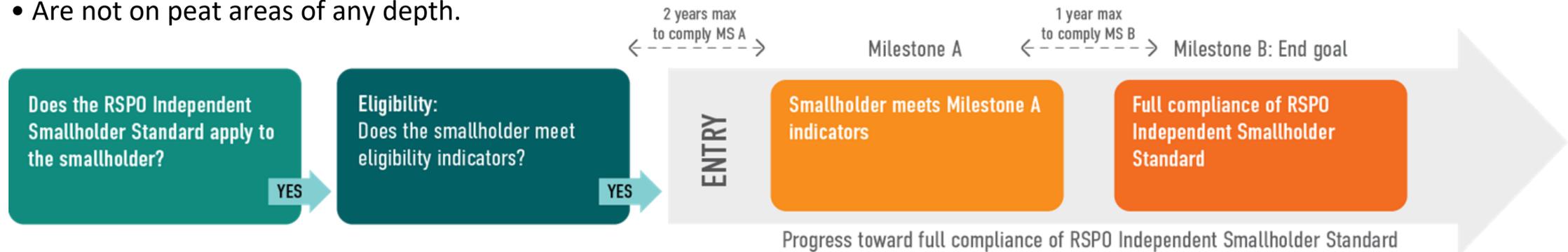
Principle 4: Conserved, protected and enhanced ecosystems that provide for the next generation



(skip-logic for new plantings)

Criteria 4.3 New plantings of independent smallholders, since November 2019:

- Do not replace any HCVs
- Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach
- Are not on steep slopes (more than 25 degrees or as in NI)
- Are not on peat areas of any depth.



Eligibility Indicators:

4.3 E Smallholders provide information on all planned new plantings and commit that no new plantings are on HCVs or HCS forests, on steep slopes (more than 25 degrees or as in NI) or on peat. (Reference 1.1.E, Annex 2).

Milestone A:

Do any smallholders within the group have plans for new planting of oil palm?

4.3 MS A Before any land preparation commences, group members develop an integrated management plan through a participatory approach to maintain or enhance HCVs as well as HCS forests identified after November 2019, as identified by the simplified combined HCV and HCS approach, before any land preparation commences.

Milestone B:

Do any smallholders within the group have plans for new planting of oil palm?

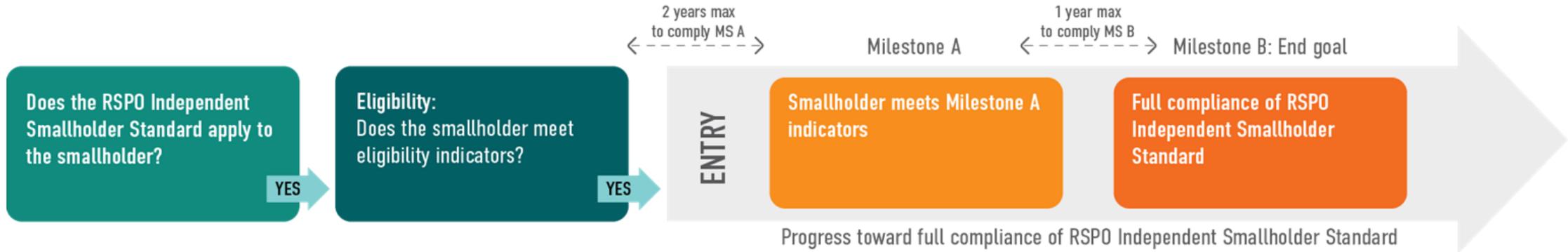
4.3 MS B Smallholders have an RSPD approved integrated management plan for their planned new plantings and share a notice of this plan with those involved in the participatory mapping before any land preparation commences



Principle 4: Conserved, protected and enhanced ecosystems that provide for the next generation

(skip-logic if no existing plot on peat)

Criteria 4.4 Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.



Eligibility Indicators:

4.4 E Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices and minimizing subsidence and degradation of peat soils (Reference 1.1 E, Annex 2).

Milestone A:

4.4 MS A Smallholders complete training on best management practices (BMPs) for peat. The group has an action plan to minimise risk of fire, to apply BMPs for plantings on peat and manage a water system in the certification unit.

Milestone B:

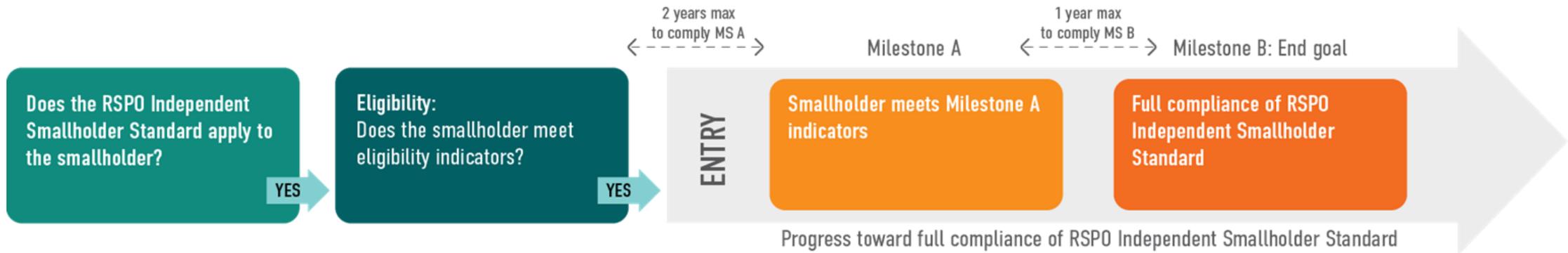
4.4 MS B Smallholders implement the group's action plan based on best management practices, including fire and water management and monitoring of subsidence rate for existing plantings on peat.

Principle 4: Conserved, protected and enhanced ecosystems that provide for the next generation



(skip-logic if no replanting plan on peat)

Criteria 4.5 Plots on peat are replanted only on areas with low risk of flooding, saline intrusion as demonstrated by a risk assessment.



Eligibility Indicators:

4.5 E Smallholders commit to provide information on all plans for replanting and commit that replanting will only be in areas with low risk of flooding and saline intrusion (Reference 1.1.E, Annex 2).

Milestone A:

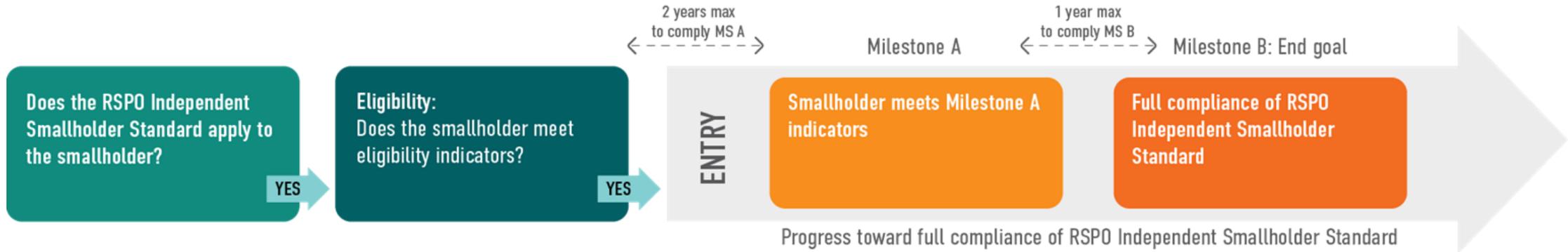
4.5 MS A Smallholders with plots on peat complete training on identification of future risks of flooding associated with subsidence and alternate land development strategies

Milestone B:

4.5 MS B Prior to replanting on peat smallholders complete a risk assessment related to flooding associated with subsidence and, where there is high risk, present a plan that includes alternate land development strategies, preferencing alternative livelihood planning.

Principle 4: Conserved, protected and enhanced ecosystems that provide for the next generation

Criteria 4.6 Fire is not used on the oil palm plot for preparing land or for pest control, nor open fire for waste management on the farm.



Eligibility Indicators:

4.6 E Smallholders commit to no burning for preparing land or for pest control, nor open fire for waste management. Group manager records evidence of prior burning of members joining the group (Reference 1.1.E, Annex 2).

Milestone A:

4.6 MS A There is no physical evidence of new burning (after eligibility) for land preparation for oil palm by smallholders. Smallholders complete training on and are aware of:

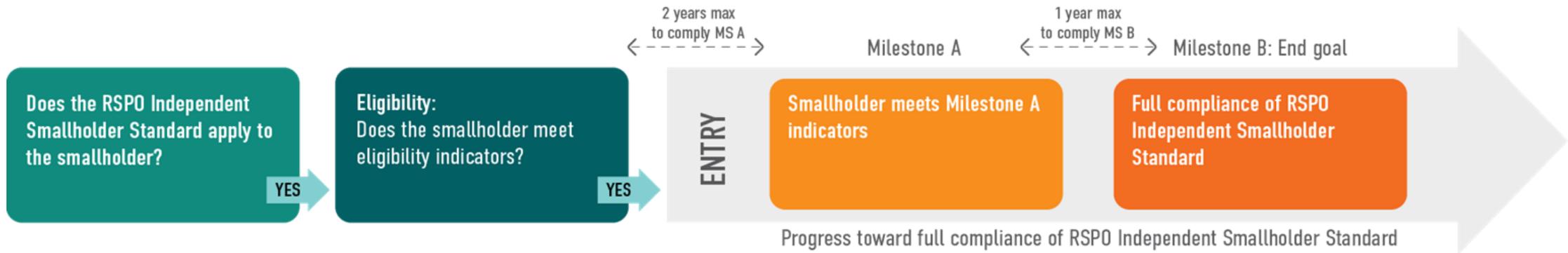
- Alternatives to fire for land preparation and farm waste management (where appropriate possible)
- Alternatives to fire for pest control
- Fire prevention and how to respond to and manage fires in their community and village and manage fires in their community and village

Milestone B:

4.6 MS B Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances where no other effective measures exist and with prior approval of relevant authority.

Principle 4: Conserved, protected and enhanced ecosystems that provide for the next generation

Criteria 4.7 Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.



Eligibility Indicators:

4.7 E Group manager identifies riparian buffer zones within the group and smallholders commit to no new plantings in riparian zones (Reference 1.1.E, Annex 2)

Milestone A:

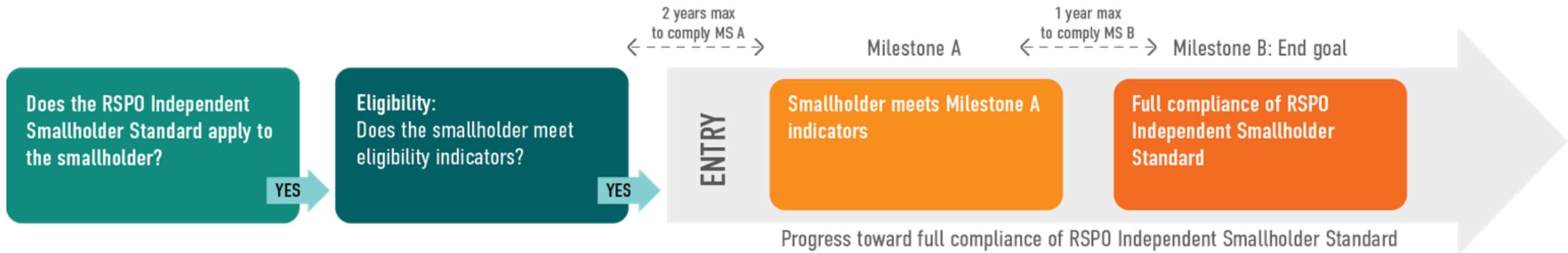
4.7 MS A Smallholders complete training on and are aware of riparian buffer zone management and the group has an action plan to maintain and/or enhance riparian buffer zones.

Milestone B:

4.7 MS B Smallholders maintain and/or enhance riparian buffer zone areas

Principle 4: Conserved, protected and enhanced ecosystems that provide for the next generation

Criteria 4.8 Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.



Eligibility Indicators:
4.8 E Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by:

- Immediately stopping purchasing of these pesticides
- Phasing out use of remaining stock by MS A
- Providing information for the group manager to keep record of pesticide purchase and use.

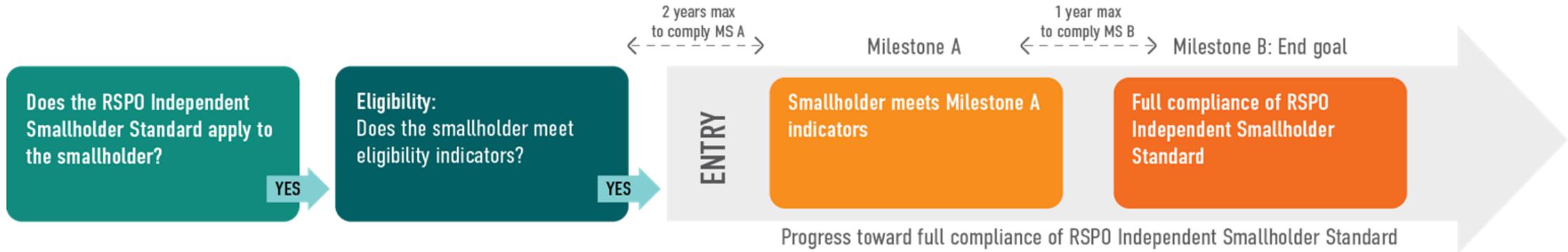
(Reference 1.1.E, Annex 2)

Milestone A:
4.8 MS A Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).

Milestone B:
4.8 MS B Smallholders implement BMPs for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women and young workers, and exclusion of paraquat and pesticides that are categorised as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorised by relevant authorities for pest outbreaks.

Principle 4: Conserved, protected and enhanced ecosystems that provide for the next generation

Criteria 4.9 Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.



Eligibility Indicators:

4.9 E
NA

Milestone A:

4.9 MS A Smallholders complete training on and are aware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.

Milestone B:

4.9 MS B The group and smallholders maximise use of IPM approaches to minimise use of pesticides and herbicides on their farm.



Questions & Answers



What's in the RSPO ISH Standard?

System Requirements for Group Formation

Criteria and Indicators for Group formation and Management to be implemented by Group Manager

Principles, Criteria And Indicators

4 principles, 23 criteria and 58 indicators organised along the RSPO impact areas, Prosperity, People, and Planet

Guidance for Group Managers

Guidance for group managers on how to comply with the PCIs of this Independent Smallholder Standard and what their responsibilities are

Assurance and Claims

Each phase has its own assurance requirements for assessing compliance, claims that the smallholder can make as well as benefits for the smallholder.

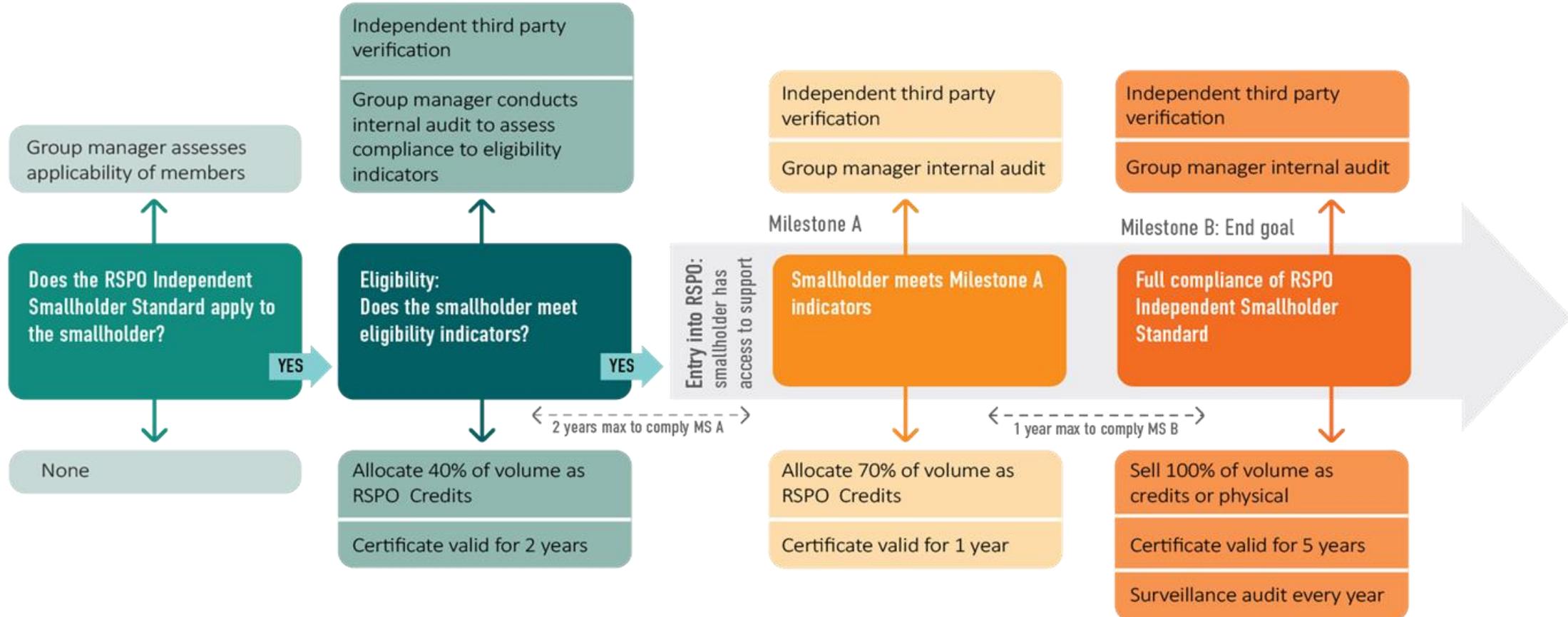
Assurance and Claims



Assurance

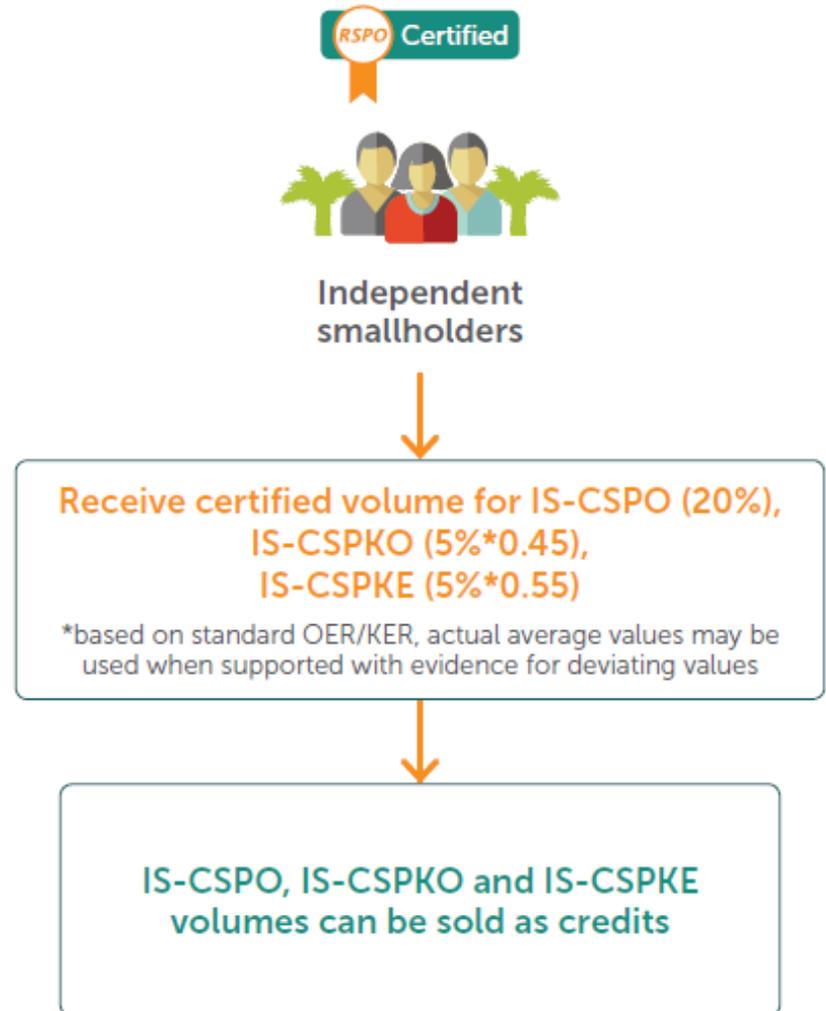
100% of smallholders compliant with indicators

Smallholder Credits



Credits - Principle for converting certified FFB to certified sustainable palm oil (CSPO)

- One tonne of FFB is transferred to tonnes of CSPO Credits using a default oil extraction rate (OER) of 20%, subject to an auditor's verification and confirmation.
- Therefore, 100 tonnes of certified sustainable FFB is equal to 20 tonnes of CSPO which is equal to 20 credits. Default Kernel Extraction Rate (KER) also exists for kernel oil or kernel expeller (See figure)



Smallholder Declaration



By signing this, I assert that:

A. I recognise the importance of sustainable production.

B. I will join a farmer group to pursue group certification of the RSPO ISH Standard and comply with the principles and their relevant criteria and indicators

C. I will provide the following information to my and group manager:

1. All land holdings
2. Location (coordinates) of all plots currently planted with oil palm
3. Information on all plots converted and planted with oil palm after 2005
4. (through use of the simplified combined HCV-HCS approach for Smallholders)
5. Any plots located on steep slopes
6. Any plots located on peat
7. Details on plans for replanting and expansion of oil palm
8. Any existing land disputes
9. Ownership and land use status
10. Source of farm labour.

D. I commit to the following:

1. Continue to progress along the standard and meet the required milestones for progress
2. Participate in trainings as required and actively participate in the group
3. Ensure no forced labour on farm operations and end any existing forced labour.
4. Pay national level minimum wage
5. Respect the rights of workers to file a complaint
6. Provide safe working conditions and facilities
7. No discrimination, harassment or abuse on the farm
8. Ensure no child labour on farm operations and end any existing child labour
9. Not clearing or acquiring land from indigenous peoples, local communities, or other users without their free, prior and informed consent (FPIC), based on a simplified

Smallholder Declaration



Smallholder Benefits

By adopting sustainable farming practices and complying to the RSPO ISH Standard, I understand I will have:

Knowledge on how to optimise productivity and yields by implementing the good and sustainable agricultural practices that I have been trained on;

Knowledge on how to trade and participate in the market for sustainable palm oil and manage my farm professionally and become financially sustainable;

Structure as well as agency to be able to take the necessary steps towards a sustainable livelihood for my family and my community.

I recognise I will have access to technical support and financial support as well as access to trade in the market for sustainable palm oil offered by the RSPO and its members, to enable me to realise the benefits of sustainable farming practices.



Questions & Answers



Find out more at
www.rspo.org

Morning Break



ICS management: Internal Audit Requirements

RSPO CB Interpretation Forum 2022





What's in the RSPO ISH Standard?

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Assurance and Claims

Each phase has its own assurance requirements for assessing compliance, claims that the smallholder can make as well as benefits for the smallholder.

Section 3.2 System Requirement for Group Formation

It is the responsibility of the group manager that all systems presented in the indicators are complied with at each phase (Eligibility, Milestone A and Milestone B).

A: Group Entity and Group Management Requirements

- A1. The Group demonstrates that they are legally formed.
- A2. The Group Manager is responsible for managing the Group for certification.

B: Internal Control System – Policies and Management

- B1. The Group Internal Control System contains documented policies and procedures for operational management.

C: Group business planning

- C1. The group has a group Business Plan prepared with the participation and contributions of group members.
- C2. The ICS of the Group is integrated with the Group's Management Plan.

D: Group Trading System for Certified Volumes

- D1. The Group has a procedure and system in place for the tracking of Fresh Fruit Bunch (FFB).
- D2. The Group documents and implements a system for the tracking of FFB.
- D3. The Group has a procedure and system for premium distribution.



Internal Audit Interpretation of the ISH Standard

Background

- RSPO ISH Standard 2019: Requires ISH to carry out an annual internal audit for all group members at Milestone B. **(ICS B1.1 MS B)**
- The average size of the existing certified ISH groups is 247 (global average).
- The capacity and resources required to implement this requirement and audit all the group members annually poses a challenge for larger ISH groups.
- The group certification standard that the existing certified groups have been certified against until 2020 required the internal audits to be done for group members based on a sampling formula.
- As a consequence, approximately 80% of the certified groups who have more than 100 members, will find it challenging to comply with this requirement and risk losing their certificate. The following interpretation was proposed and has been endorsed by the RSPO Board of Governors for the requirement of ICS B1.1 MS B.



Internal Audit Interpretation of the ISH Standard

Interpretation of ICS B1.1 MS B

- Compliance against the requirement of ICS B1.1 MS B shall be shown by completing an internal audit for all group members by:
 1. The first annual surveillance audit (i.e., ASA 1) for New ISH Groups 2.
 2. The second surveillance audit (i.e., ASA 2) for Existing ISH Groups transitioning from the RSPO Management System Requirements and Guidance for Group Certification of FFB Production to the RSPO ISH Standard.
- This effectively provides a two-year allowance to comply with the requirement of ICS B1.1 MS B. At least 50% of the ISH Group Members (New and Existing) shall be audited during the first year.





Internal Audit Interpretation of the ISH Standard

Interpretation of ICS B1.1 MS B

- For the consecutive annual surveillances of the certificate, the group manager shall carry out a risk assessment of the ISH group members.
- The risk assessment carried out shall be in accordance with a standardized document provided by the RSPO.
- All high and medium risk group members, and all new members being added to the group in that year, shall be audited annually, regardless of number.
- The risk assessment to identify these 'high' and 'medium' risk group members shall consider diversity as well as the perceived risk relating to the activities undertaken by group members and previous year's internal and external audit results.
- When the total number of high and medium-risk group members, as well as new members, is below 33% of the group size, the low-risk group members shall be included as part of the annual internal audit to reach a **minimum of 33% of group members** being audited internally.



Questions & Answers

Internal Audit Interpretation of the ISH Standard



Interpretation of ICS B1.1 MS B

- Please refer to standardised risk assessment document



Questions & Answers



Sustainable livelihoods and poverty reduction. Human rights protected, respected and remedied.

Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing

Comply with the law and respect communities' rights

Principle 3: Respect Human Rights, including Workers' Rights and Conditions

Safeguard human rights and protect workers' rights, ensuring safe and decent working conditions

11 Criteria

27 Indicators

- Rights to land, no conflicts, free, prior and informed consent (FPIC)
- No forced labour, child labour
- Fair pay and no discrimination to workers
- OSH



Conserved, protected and enhanced ecosystems that provide for the next generation

Principle 4: Protect, conserve and enhance ecosystems and the environment

Protect the environment, conserve biodiversity, enhance ecosystems and ensure sustainable management of natural resources

9 Criteria

26 Indicators

- HCV assessment, LUCA
- Management for existing farms on peat
- No fire, manage riparian, soil protection
- IPM and pesticide use



Find out more at
www.rspo.org

Guidance Documents & Tools for ISH

RSPO CB Interpretation Forum 2022





Guidance Documents & Tools for ISH

List of tools/approach/guidance documents available for Independent Smallholders (ISH)

- Guidance for Group Manager & Individual Member
- HCV Mobile App (As part of the simplified HCV Approach)
- Independent Smallholder - Land Use Risk Identification (IS-LURI)
- RSPO ISH Flood Risk Assessment Template
- Risk Assessment (Interpretation of Internal Audit Requirements)
- RSPO ISH Standard Auditor's Checklist
- Simplified Guide Management and Rehabilitation of Riparian Reserves
- Child Rights Guidance
- Practical Guidance on Gender Inclusion and Compliance to the 2018 P&C and 2019 ISH Standard



Guidance Documents & Tools for ISH

List of tools/ approach/ guidance documents being developed for ISH

- Simplified FPIC Approach for Independent Smallholders
- Simplified Combined HCV-HCS approach (Terminology to be changed)
- RaCP Mechanism for ISH

List of tools/ approach/ guidance documents in the pipeline to be developed for ISH

- Labor Guidance



Questions & Answers



Guidance for Criteria and Indicator

- **Guidance for both group managers and individual smallholders to implement the criteria and indicators.**
- **The guidance can be found in the RSPO ISH Standard under Section 4**

Group Manager

Individual Member



HCV Mobile App (As part of the simplified HCV Approach)

- Uses a specialised smartphone app with web dashboard, to collect and aggregate data on farmer group members and their plots for both existing plantations and proposed new plantings
- Is designed to be implemented by the Group Manager as far as possible.

Mobile App

Web Based Dashboard



Independent Smallholder - Land Use Risk Identification (IS-LURI)

- ISH are not allowed to clear any primary forests, or any areas required to protect or enhance HCVs and HCS forests, as committed by signing the Smallholder Declaration.
- Until the simplified combined HCV-HCS approach and tool for independent smallholders is available, new planting or expansion of existing plots will only be permitted in “Low Risk” areas.

Interim Measure

**For New Planting
= Low Risk Areas**



RSPO ISH Flood Risk Assessment Template

- This template is designed to carry out flood risk assessment for existing cultivation of oil palm on peat.
- Group Manager will be responsible to fill in this template based on the details requested.
- To aid ISH in showing compliance to Criteria 4.5

ISH Planted on Peat

Criteria 4.5: Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment.



Risk Assessment (Interpretation of Internal Audit Requirements)

- Compliance against the requirement of ICS B1.1 MS B shall be shown by completing an internal audit for all group members within a 2 year period.
- For the consecutive annual surveillances of the certificate, the group manager shall carry out a risk assessment of the ISH group members.
- All high and medium risk group members, and all new members being added to the group in that year, shall be audited annually, regardless of number

All high and medium risk group members, and all new members being added to the group in a year, shall be audited annually.



RSPO ISH Standard Auditor's Checklist

- **This document is intended as a guide for certification bodies.**
- **It may also be used by group managers**
- **Non-compliances issued to an Independent Smallholder (ISH) group shall be for the non-compliance to the requirement of the RSPO ISH Standard.**

Supporting document prepared to assist auditors in assessing compliance of each requirement.



Simplified Guide Management and Rehabilitation of Riparian Reserves

- This is a summary companion document to the Full Guidelines document: “RSPO Manual on Best Management Practices (BMPs) for the Management and Rehabilitation of Riparian Reserves”
- The Simplified Guide is intended to present a concise step-by-step guide to the key procedures for establishing and managing riparian reserves to meet RSPO standards.

As a Reference for best practices

For Criteria 4.7: Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.



Child Rights Guidance

- The RSPO ISH Standard requires smallholders to provide a work environment at the farm that is free from discrimination, abuse, and harassment.
- The RSPO ISH Standard prohibits the use of child labour and requires smallholders to comply with the minimum age of workers as defined by local, state, or national law.

Criteria 3.2

Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions



Practical Guidance on Gender Inclusion and Compliance to the 2018 P&C and 2019 ISH Standard

- The RSPO ISH Standard mandates practices that are gender inclusive.
- This refers to the provision of equal rights, responsibilities and opportunities for all regardless of gender, sexual orientation and gender identity including men, women, girls and boys, and other gender identities as described by the individual

Section 3 of the ISH Standard

3.1.5 Gender inclusivity

Within the RSPO ISH Standard, and in particular within the PCI, whenever the term smallholder, farmer, group manager or worker appears, this term can represent a woman or a man and is not subjected to any specific gender identity.



Questions & Answers



Find out more at
www.rspo.org

Lunch Break



RISS Training: Ensuring compliance to RaCP for ISH



Remediation and Compensation Procedure (RaCP): Does RaCP Apply to ISH ?



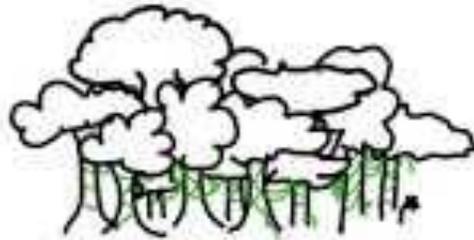
Adopted (On-going)

Resolution **GA18-2d** Proposed Resolution adopted on the 18th General Assembly (GA18) of RSPO Members.
2 December 2021

TITLE: Resolution to review and amendment of the Remediation and Compensation Procedure (RaCP) process as applied to scheme smallholders

RaCP does not apply to independent smallholders

BHCV Working Group + Smallholder Working Group explore other methods of remediation and compensation



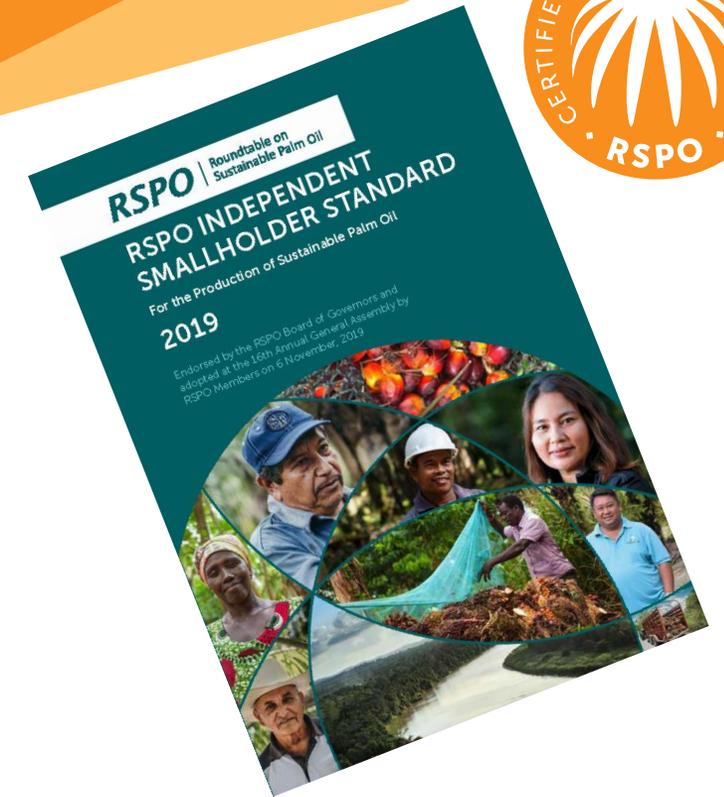
	ISH Standard
 PROSPERITY	Principle 1: Optimise productivity, efficiency, positive impacts and resilience
 PEOPLE	Principle 2 - Legality, Respect for Land Rights and Community Wellbeing Principle 3 – Respect human rights, including workers' rights and conditions
 PLANET	Principle 4 – Protect, conserve and enhance ecosystems and the environment

Remediation and Compensation Procedure (RaCP): ISH

Remediation and Compensation Procedure (RaCP)

Remediation and compensation are required for any clearance since November 2005 without prior HCV assessment (see criterion 4.2) and any clearance since November 2019 without prior HCS assessment

The requirements as outlined in the RaCP (2015) is not fully applicable for independent smallholders. For independent smallholders, this RSPO ISH Standard is focused on developing an appropriate RaCP mechanism such as on-site remediation (with funding mechanisms to be determined) as this is contextually appropriate to the scale of independent smallholder production and enables independent smallholders to maximise positive environmental impact on-site. The requirement means that quantified liability is disclosed and assessed through a land use change analysis (LUCA) supported by the RSPO Secretariat.



Principle 4

Protect, conserve and enhance ecosystems and the environment



ISH RACP REQUIREMENT

Indicator	Guidance for Group Manager	Guidance for Individual Member
<p>Criterion 4.2 Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).</p>		
4.2 E	<ul style="list-style-type: none"> Collect and record information from members on conversion/start date of their oil palm plantings. Verify where possible Collect and record information on each plot where there was land conversion after 2005 and aggregate that information for all members in the group 	<ul style="list-style-type: none"> As per 2.1 E Provide history of plot: landscape prior to conversion, start date of land clearing for palm cultivation
4.2 MS A	<ul style="list-style-type: none"> Incorporate participatory process into group training plan and facilitate training Support understanding of group members of this criterion and coordinate the participatory process, following guidance provided by RSPO Secretariat Ensure FPIC process is carried out for site identification and confirmation 	<ul style="list-style-type: none"> Participate and complete training Support and participate in mapping with group for identifying sites for remediation Ensure FPIC process is carried out for site identification and confirmation

Indicator	Guidance for Group Manager	Guidance for Individual Member
<p>Criterion 4.2 Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).</p>		
4.2 MS A	<ul style="list-style-type: none"> Facilitate the participatory process for group for consensus on onsite remediation and development of plan All members must participate in the consensus on onsite remediation Refer to RaCP procedure in the RSPO website 	
4.2 MS B	<ul style="list-style-type: none"> Coordinate development and implementation of plan for onsite remediation with the group Facilitate collaboration with external experts and stakeholders as required Refer to RaCP procedure for ISH in the RSPO website 	<ul style="list-style-type: none"> Support development and ensure implementation of plan

RaCP ISH - Up to LuCA



- (1) Disclosure of non-compliant land clearing after November 2005 without prior HCV assessment
- (2) Submission of SOPs for new plantings i.e. improvements for future new plantings taking into account RSPO key requirements and documents e.g. HCV

Disclosure

Land Use Change Analysis (LUCA)

- (1) Identification of areas requiring environmental remediation
- (2) Calculation of final conservation liability (FCL)

Concept note

- (1) Development of compensation c
- (2) Concept note review

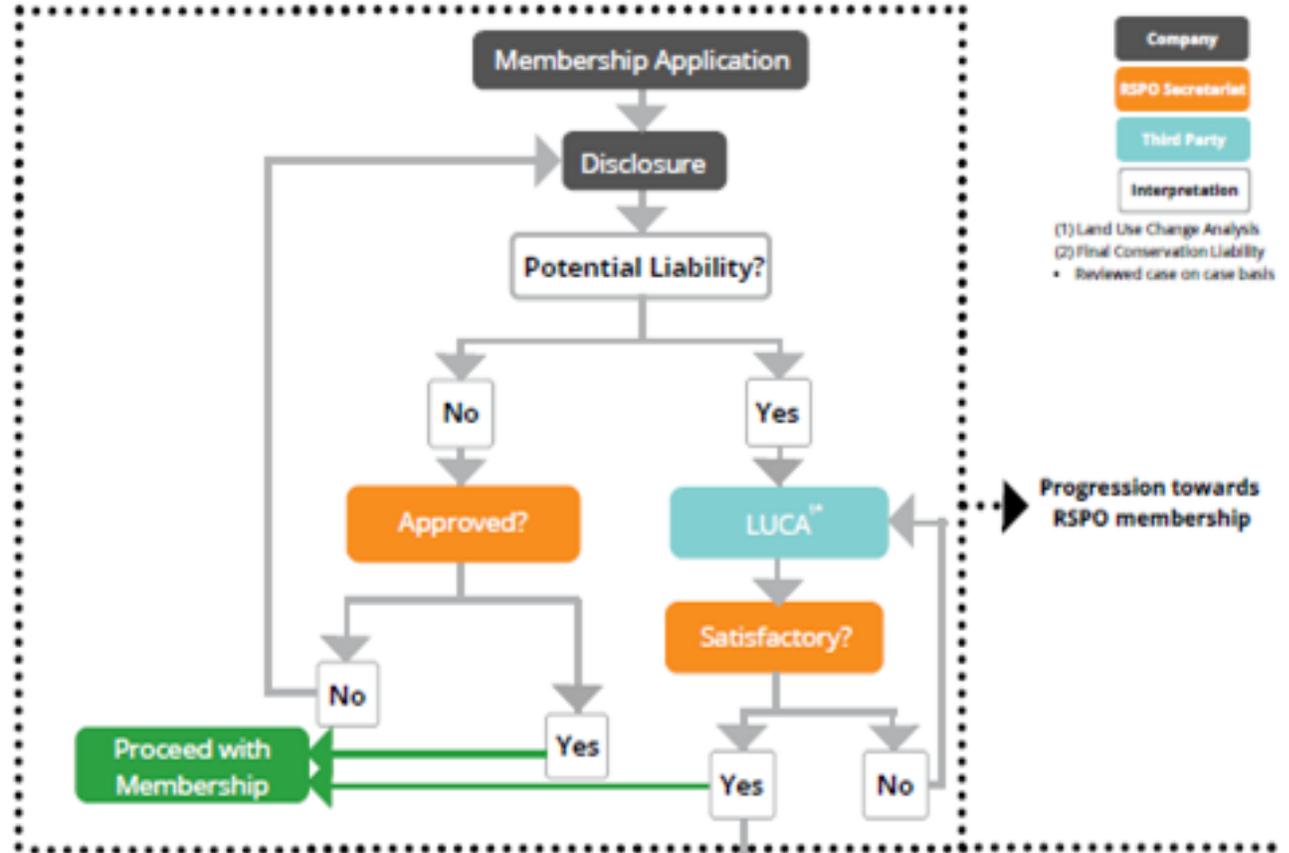
Compensation Plan

- (1) Development of com
- (2) Compensation plan e

Certification approved

Implementation of remediation and compensation plan

4 - 36 weeks



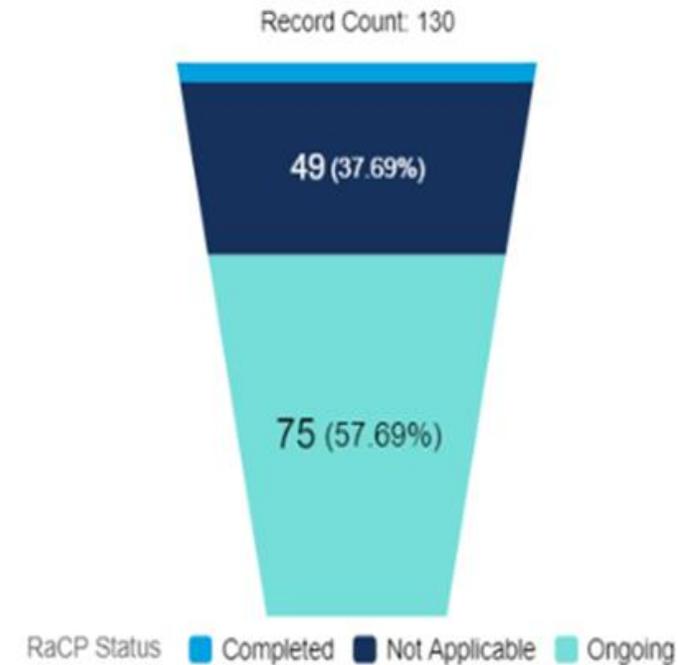
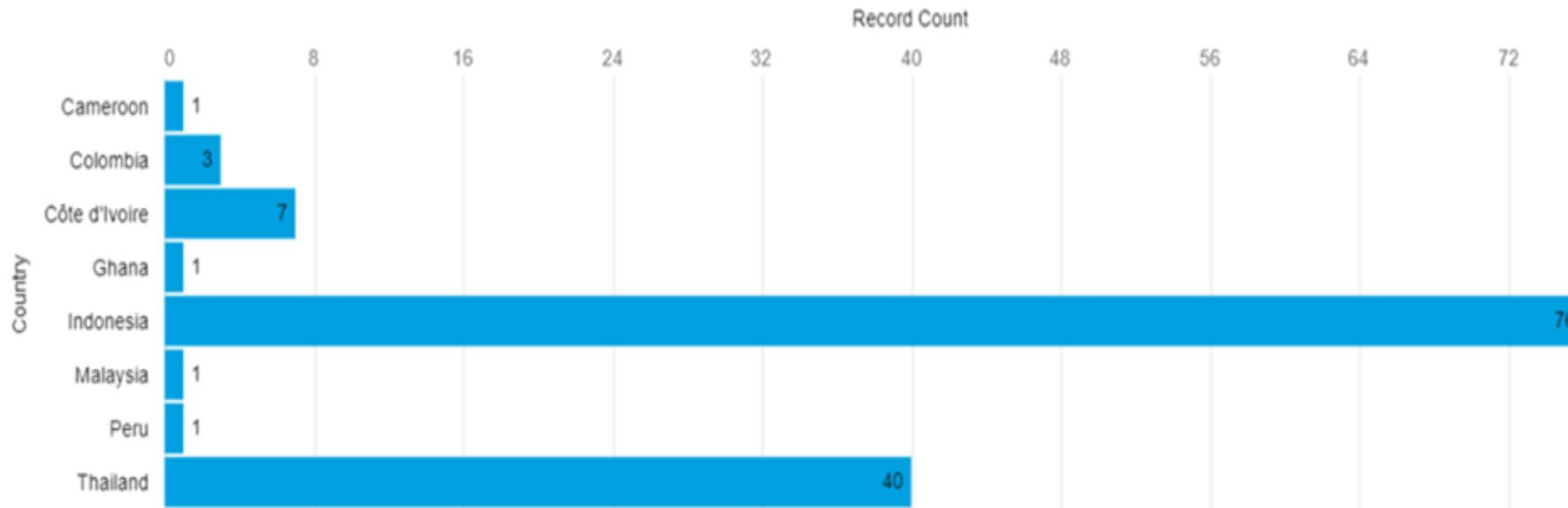
Remediation and Compensation Procedure “RaCP”



NEW RACP ENTRIES FOR CURRENT YEAR (JULY 2021 - FEB 2022): 130

Total Records
130

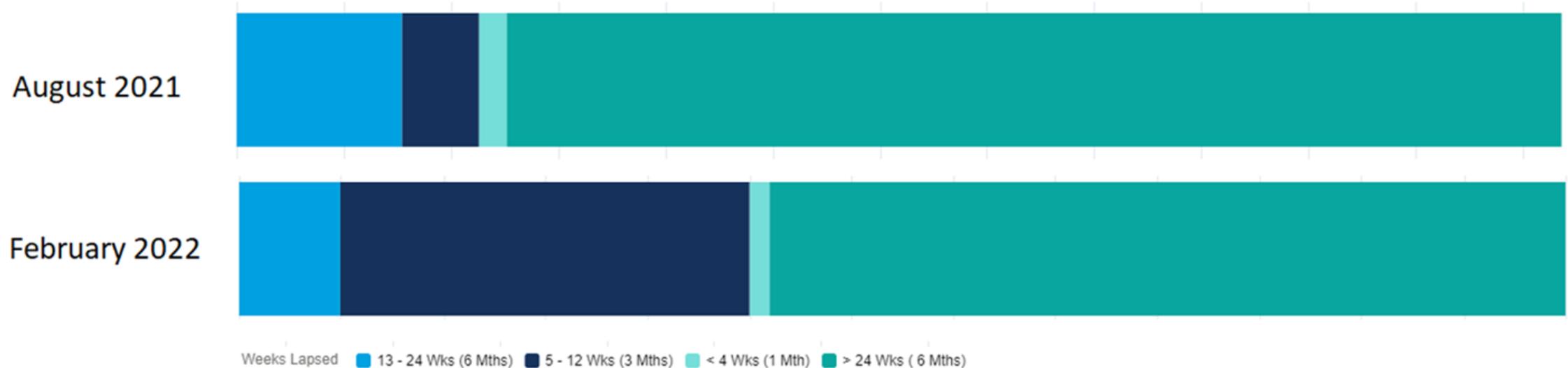
Total Total land area of supply bas...
258,753.37



Update RaCP - LUCA: Salesforce database



LUCA completion time proportion



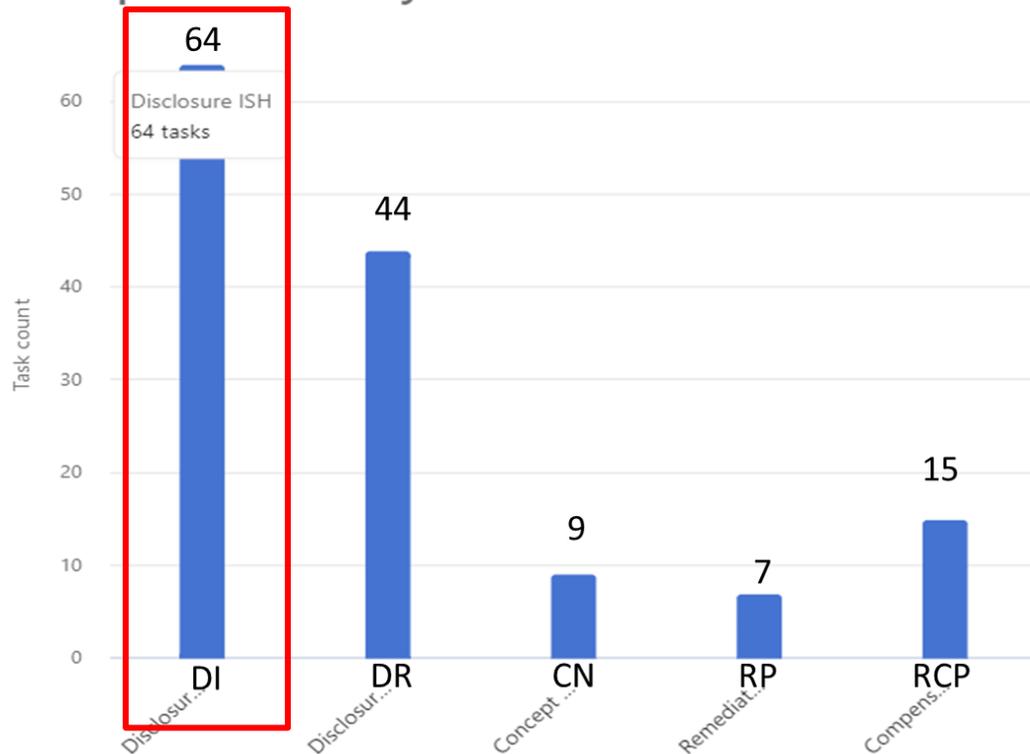
- As per August 2021, there are 167 LUCA has been completed/get pass status, and from September 2021 until February 2022 there are 55 additional LUCA has been completed.
- As per February 2022, the time to complete the LUCA process has been improved as shown in the chart above. The proportion for the LUCA completion time of “>24 weeks” is reduced per February 2022.

Remediation and Compensation Procedure “RaCP”

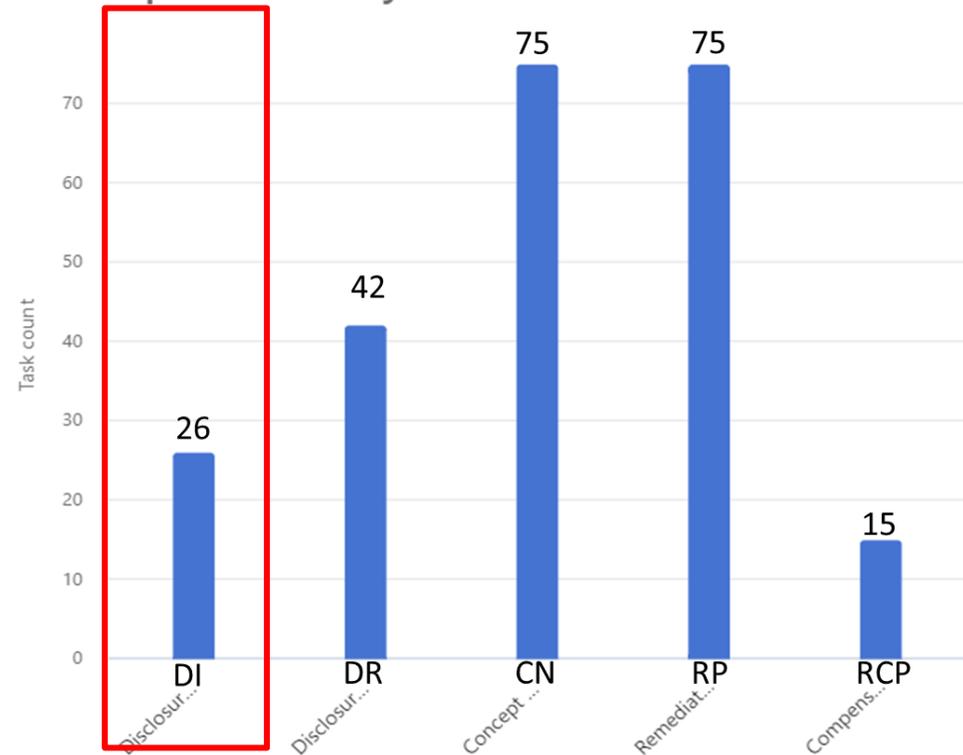


ONGOING TASKS BY RaCP STAGES (via ASANA - work management platform adopted by the RaCP team on Aug 2021- March 2022)

Completed tasks by section



Incomplete tasks by section



139 completed tasks
ongoing tasks

233



How the LUCA required for the ISH refer to the Disclosure Review Result (example)

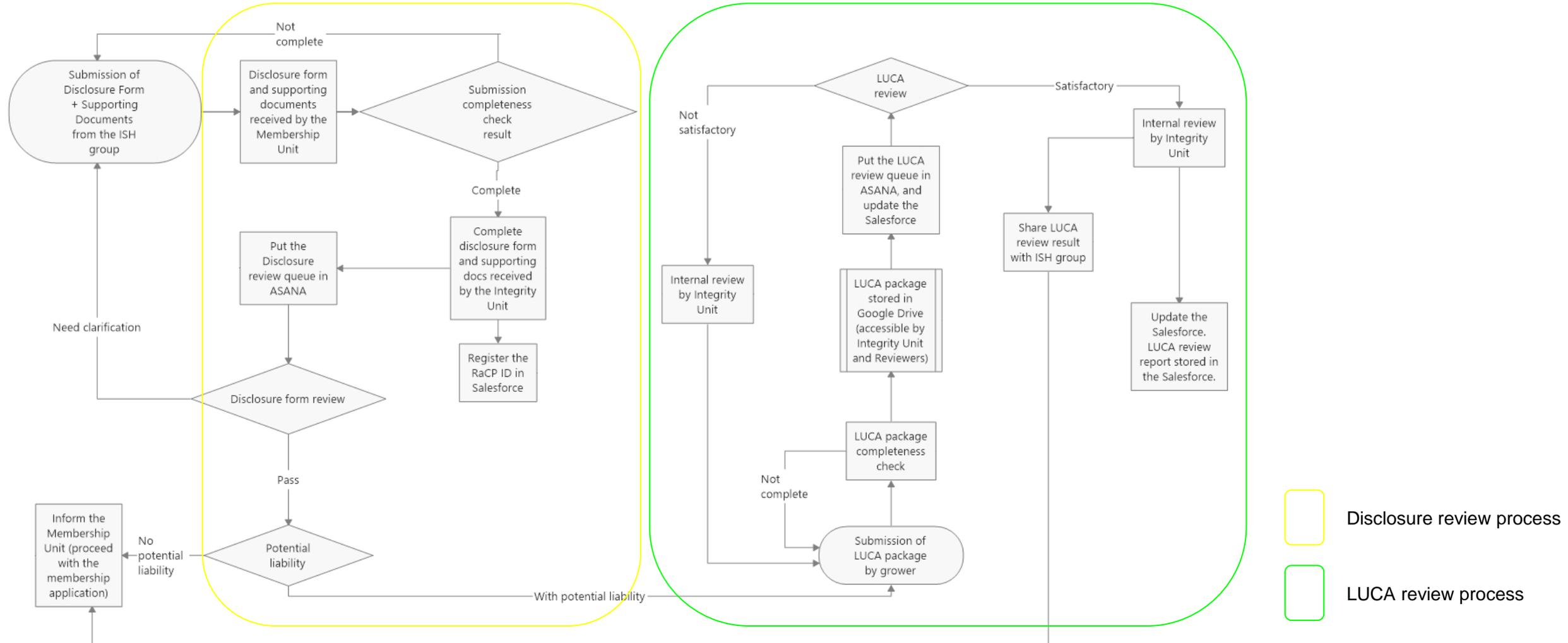
How does RSPO determine which smallholders need to submit mapping data?

conducted land clearance on or after 1st November 2005 without prior High Conservation Value (HCV) assessment.

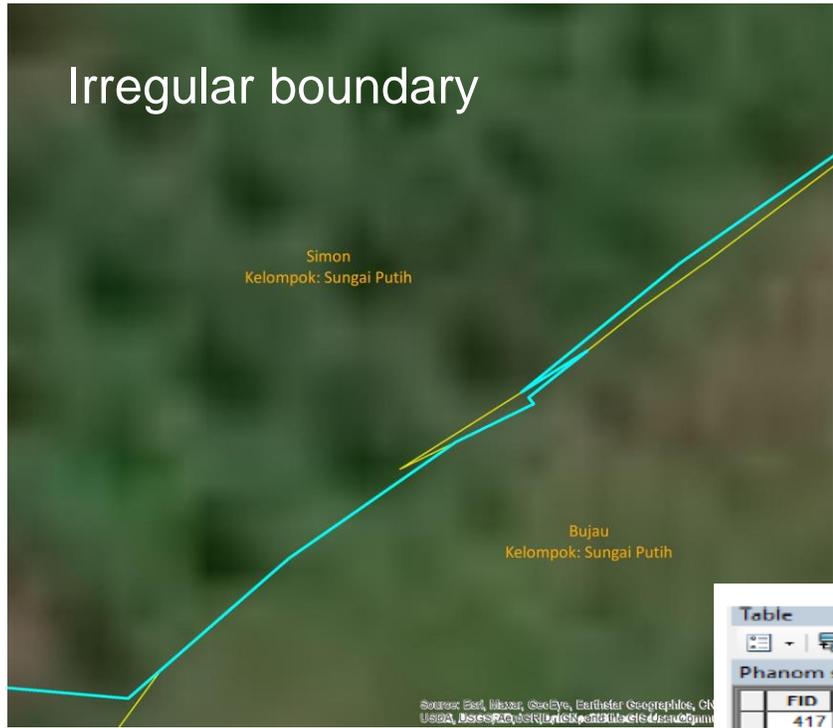
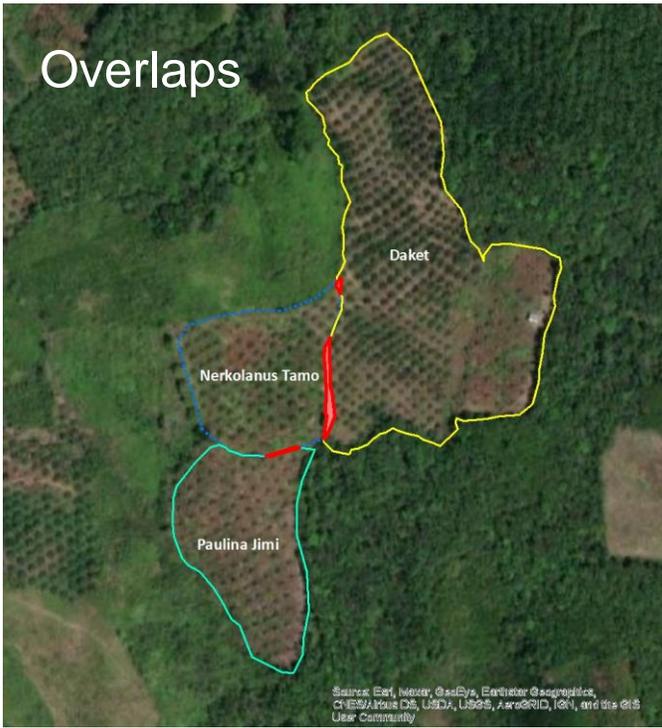
Here is an example with 7 smallholders:

Smallholder	Has the smallholder conducted land clearance?	When was the land cleared?	Was the land cleared on or after 1st Nov 2005?	Was an HCV assessment conducted?	When was the HCV assessment conducted?	Land mapping data required	Details
A	No	-	-	Yes	Jan 2020	No	No land cleared before HCV assessment. LUCA not required.
B	Yes	Jan 2004	No	Yes	Jan 2005	No	Land clearance occurred before 1st Nov 2005. LUCA not required.
C	Yes	Oct 2005	No	No	-	No	Land clearance occurred before 1st Nov 2005. LUCA not required.
D	Yes	Jan 2015	Yes	Yes	Jan 2013	No	Though the land was cleared after 1st Nov 2005, it was done after an HCV assessment was completed. LUCA is not required.
E	Yes	Jan 2019	Yes	Yes	Jan 2020	Required	Land clearance occurred on or after 1st Nov 2005 without prior HCV assessment.
F	Yes	Nov 2005	Yes	No	-	Required	LUCA required. Smallholders should submit a kmz file.
G	Yes	Feb 2020	Yes	No	-	Required	

From Disclosure to LUCA workflow in ISH RaCP process



Common Issues



Unmatched information (name, area)

Sargito	1.16
Sarjono	1
Satiman	2
Satun	1.67
Slamet Riyadi	1.4
Sukata	1.17

Disclosure Form

Sarjono	9751
Satiman	3753
Satiman	9716
Satiman	9508
Satiman	7484
Satiman	9661
Satiman	8109
Satiman	10324
Satiman	8411
Satun	17559

GIS attribute table

Suharno (R)	1
Suharno (K)	0.92
Sukarmi	1.36
Sukarmi	0.47

Disclosure Form

Suharno K	9422
Suharno R	4666
Suharno R	9178
Sukarmi	13620
Sukarmi	9042
Sukati C	19231
Sukatno	6505
Sukidi	9654

GIS attribute table

FID	Name	
417	นายกรจฉาย_ขุนทดรงค2	แปลงที่ดินสหกรณ์พัฒนา. kmz/
418	นายกรจฉาย_ขุนทดรงค1	แปลงที่ดินสหกรณ์พัฒนา. kmz/
419	นายสมภารดี_เทพพน	แปลงที่ดินสหกรณ์พัฒนา. kmz/
420	นางสุทธาทิพย์_อุสุวรรณ2	แปลงที่ดินสหกรณ์พัฒนา. kmz/
421	นางสุทธาทิพย์_อุสุวรรณ	แปลงที่ดินสหกรณ์พัฒนา. kmz/
422	นางสมบรดี_ขุนทดรงค	แปลงที่ดินสหกรณ์พัฒนา. kmz/
423	นางสมใจ_อินทอง	แปลงที่ดินสหกรณ์พัฒนา. kmz/
424	นางปวีชญา_เขาวัดวง	แปลงที่ดินสหกรณ์พัฒนา. kmz/
425	นางกุศล_ทองนาต	แปลงที่ดินสหกรณ์พัฒนา. kmz/
426	นายฉกาจ_บงปลีจง	แปลงที่ดินสหกรณ์พัฒนา. kmz/
427	นายศิริพงษ์_ยึดสีง	แปลงที่ดินสหกรณ์พัฒนา. kmz/
428	นายสนั่น_เทพนิล	แปลงที่ดินสหกรณ์พัฒนา. kmz/
429	นายวิฑา_จินาจ	แปลงที่ดินสหกรณ์พัฒนา. kmz/
430	นายอภัย_ตงสดี	แปลงที่ดินสหกรณ์พัฒนา. kmz/
431	นายอภัยวารุ_ขุนทัว2	แปลงที่ดินสหกรณ์พัฒนา. kmz/
432	นายอภัยวารุ_ขุนทัว1	แปลงที่ดินสหกรณ์พัฒนา. kmz/
433	1	แปลงที่ดินสหกรณ์พัฒนา. kmz/
434	1	แปลงที่ดินสหกรณ์พัฒนา. kmz/
435	1	แปลงที่ดินสหกรณ์พัฒนา. kmz/

non-universal language

THANK YOU

Q&A



Find out more at

www.rspo.org

membership@rspo.org

rspocompensation@rspo.org

RISS Training: HCV Assessment Process for ISH, Simplified HCV Tools for ISH



High Conservation Value (HCV): ISH



- 1. What is the HCV approach?**
- 1. Background: Simplified HCV for Independent Smallholders**
- 1. Process: Risk Based Approach**
- 1. The App / Web Based Dashboard**

High Conservation Value Approach



What is the HCV approach?



HCV 2 Landscape-level ecosystems and mosaics
Large landscape-level ecosystems and ecosystem mosaics that are significant at global, regional or national levels, and that contain viable populations of the great majority of the naturally occurring species in natural patterns of distribution and abundance.

HCV 1 Species diversity
Concentrations of biological diversity including endemic species, and rare, threatened or endangered species (RTE), that are significant at global, regional or national levels.

HCV 6 Cultural values
Sites, resources, habitats and landscapes of global or national cultural, archaeological or historical significance, and/or of critical cultural, ecological, economic or religious/sacred importance for the traditional cultures of local communities or indigenous peoples, identified through engagement with these local communities or indigenous peoples.



HCV 3 Ecosystems and habitats
Rare, threatened, or endangered ecosystems (RTE), habitats or refugia.

HCV 4 Ecosystem services
Basic ecosystem services in critical situations, including protection of water catchments and control of erosion of vulnerable soils and slopes.

HCV 5 Community needs
Sites and resources fundamental for satisfying the basic necessities of local communities or indigenous peoples (for livelihoods, health, nutrition, water, etc.), identified through engagement with these communities or indigenous peoples.



High Conservation Value (HCV): ISH



RSPO | Roundtable on Sustainable Palm Oil

RSPO INDEPENDENT SMALLHOLDER STANDARD

For the Production of Sustainable Palm Oil
2019

Endorsed by the RSPO Board of Governors and adopted at the 16th Annual General Assembly by RSPO Members on 6 November, 2019



High Conservation Value (HCV) and High Carbon Stock (HCS) forests, this ISH Standard is pursuing the objective of the RSPO Smallholder Strategy to increase smallholder inclusion, prioritise improved practices that also benefit smallholder livelihoods, whilst also upholding the core sustainability requirements.

This includes the protection of areas of HCV and HCS forests. The RSPO has developed a simplified HCV methodology for identifying, protecting and managing HCVs that provides guidance for both existing and new planting. Aligned with the new HCS requirements in the RSPO P&C 2018, the RSPO, in consultation with the HCSA Steering Group, intends to develop a simplified combined HCV-HCS approach to identify and protect HCS forests.

Principle 4

Protect, conserve and enhance ecosystems and the Environment (4.3)

In the meantime, independent smallholders are not allowed to clear any primary forests, and/or any areas required to protect or enhance HCV and HCS forests, as committed by signing the Smallholder Declaration. Until the simplified combined HCV-HCS approach and tool for independent smallholders is available, new planting will only be permitted in low risk areas. The definition and procedure for identification of low risk areas will be defined by a Smallholder No Deforestation Task Force.

Background - Simplified HCV Approach for Smallholders



- The RSPO recognises that smallholders face challenges in complying with the Principles and Criteria of the RSPO standard
- This includes RSPO's requirements to maintain High Conservation Values (HCVs). Therefore, a Simplified HCV Approach was developed to help farmers implement these requirements
- The simplified approach recognises that the probabilities of HCVs being present, and impacted on, differ between existing plantings (Criterion 5.2) and new plantings (Criterion 7.3).

Objective of the approach:

- ❖ To provide a simplified approach for smallholder groups to carry out assessment
- ❖ Generate easy-to-refer report for Group Manager
- ❖ Allows Certification Bodies to refer reports generated from assessment done

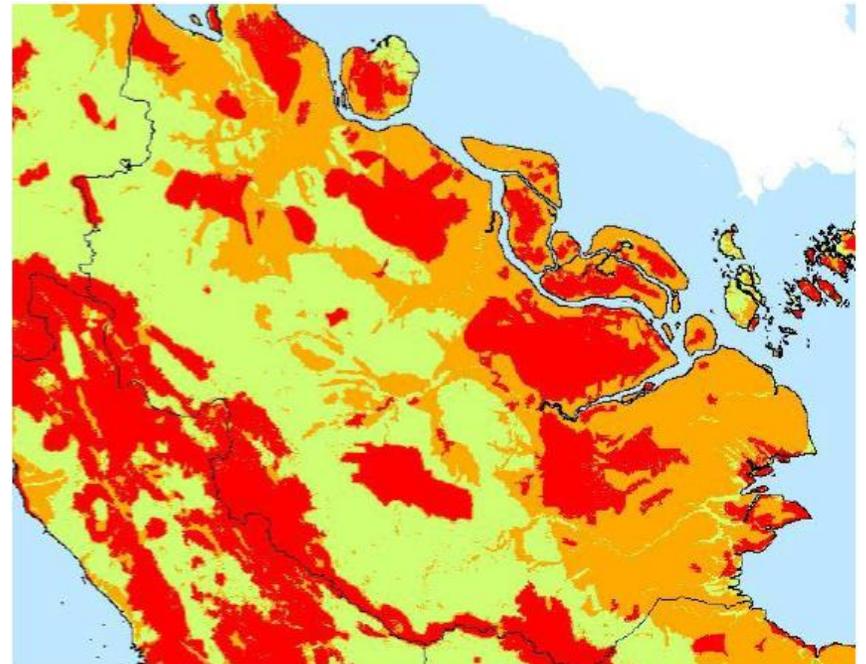
Risk Based Approach



Full HCV assessments is not carried out.

How are the risks addressed ?

- Usage of HCV 1-3 probability maps
- Set of conditions to be met:
 - Size thresholds (cumulative in a landscape)
 - No/little conversion of natural vegetation
 - Questionnaire on potential HCV 4-6 presence, and total size of new plantings
- Training/capacity building for group members (demonstrating adequate understanding)

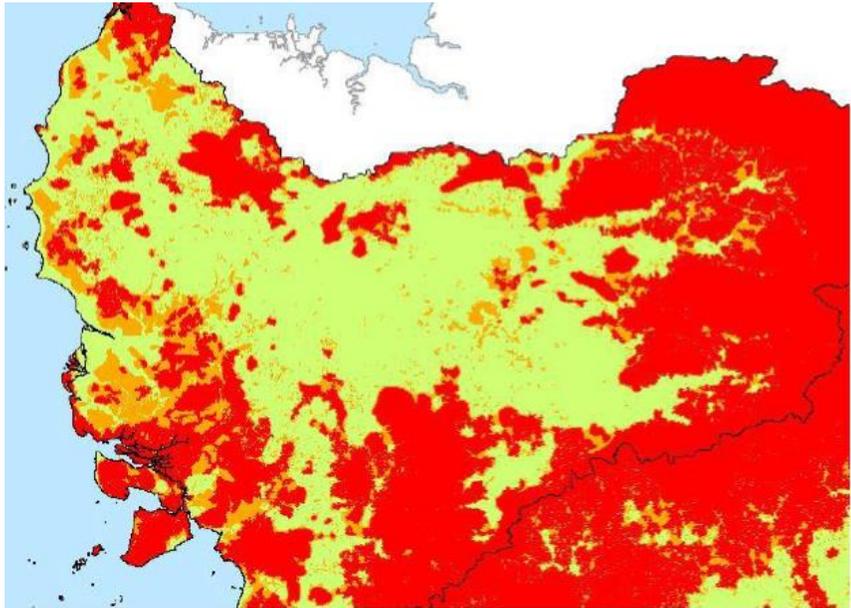


Risk Based Approach



1. Guidance documents (4 documents – Introduction, Existing Planting, New Planting & Managing HCVs)
1. Usage of the HCV simplified app – Risk Profile in App
2. Should there be medium to high risk identified, the App will auto-generate steps to manage and mitigate potential risks.
3. Precautionary Practices

PP.1 No use of pesticides or fertilisers ⁷ close to (less than 20m from) rivers, ponds and lakes.
PP.2 No dumping of waste or sewage into rivers, ponds or lakes.
PP.3 Maintain vegetation cover close to rivers, ponds and lakes at all times (no bare soil).
PP.4 No draining ⁸ of natural wetlands or peat areas.
PP.5 Maintain vegetation on steep slopes.
PP.6 Respect the traditional use / access rights of others.



Phases of the HCV Assessment and Management Process

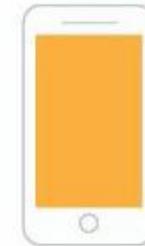
Phase 1:

Initial communication to inform members of HCV requirements (done at a group meeting)

Phase 2:

Field visit to register farmers and determine if 5.2 or 7.3 procedures apply

- Visit each member and ask which scenarios apply
- Use app to register farmer and collect basic info



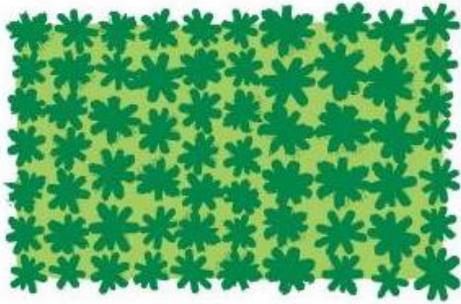
App used to collect basic member information



Phases of the HCV Assessment and Management Process

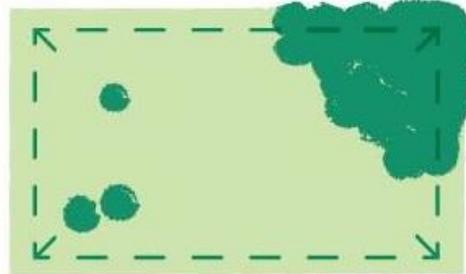
Phase 3:

5.2 applies

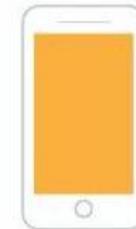


Complete 5.2 survey in app for relevant plots - [click here](#)

7.3 applies

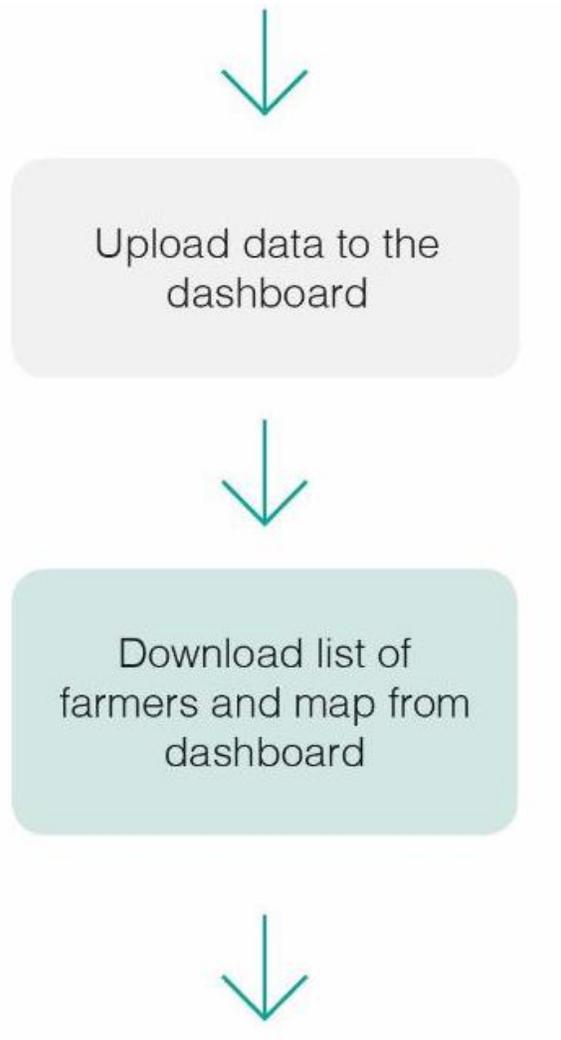


Complete 7.3 survey in app for relevant plots - [click here](#)



Data collected on individual plots using app

Phases of the HCV Assessment and Management Process



Data uploaded to dashboard



Phases of the HCV Assessment and Management Process

Phase 4:



Implement 5.2 PP procedures – **click here**



After NPP approval: manage HCVs using Precautionary Practices

Dashboard aggregates field data to provide:

- For 5.2 a list and map of eligible farmers
- For 7.3 a list of eligible farmers, maps and reports for different levels

For the purpose of the RSPO New Planting Procedure (NPP) 2021 application by smallholders, the RSPO HCV tool is also applicable to scheme/organised smallholder groups and/or independent growers (growers without a mill) who are seeking certification against the RSPO P&C through group certification.

Simplified HCV: RSPO HCV App



RSPO
HCV

RSPO HCV

RSPO Tools

3+

⚠ You don't have any devices

🔖 Add to Wishlist

Install

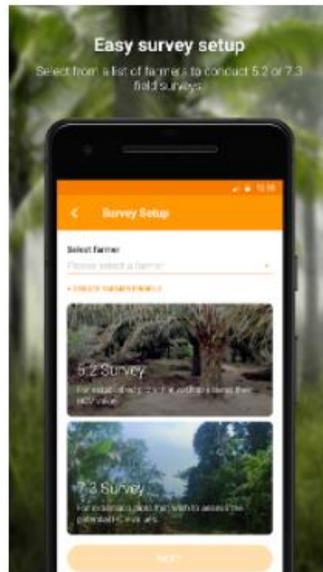
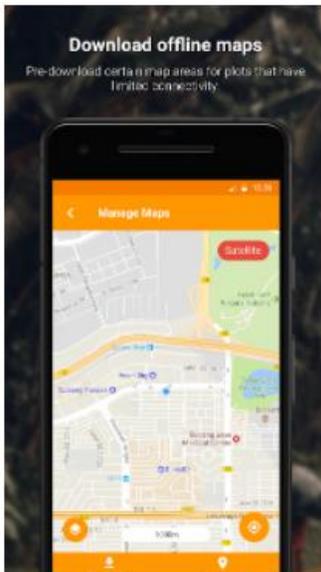
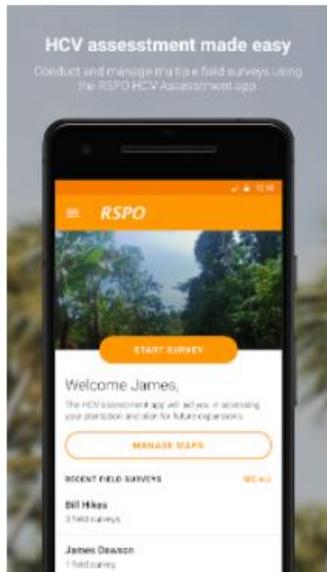


SCAN ME

RSPO HCV App downloadable via Google Play Store. Compatible for android phones.

Available in four languages:

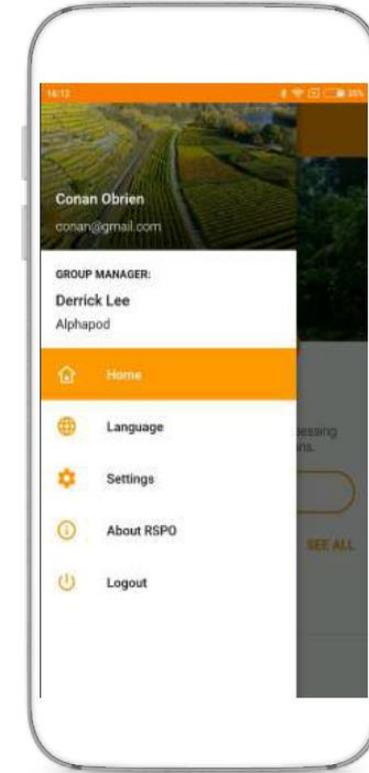
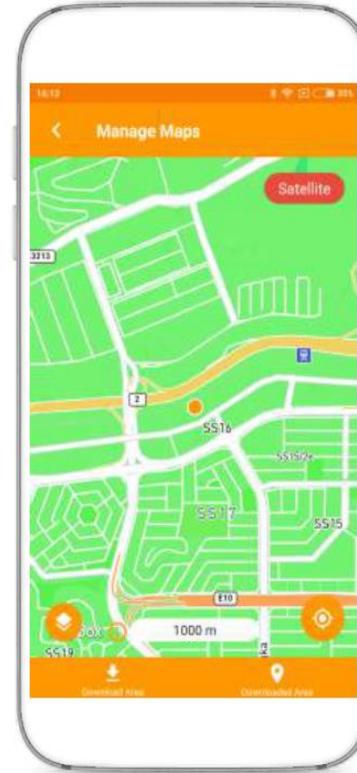
- English
- Bahasa Indonesia
- Spanish
- Thai



The HCV app was previously developed to assist ISH groups in carrying out the HCV assessment for compliance towards the P&C 2013 HCV requirements. With the adoption of the RSPO ISH Standard 2019, the HCV app is currently being used as part of the interim measure while the Simplified Combined HCV-HCS Approach is being developed as per the requirement in the RSPO ISH Standard 2019

Simplified HCV Application

- Navigate the map to view your surroundings.
- Download an area around your current location to be saved into device for offline use.
- Switch between “Satellite” mode or the regular map (as shown).
- The HCV values are overlaid on the map,
 - Green - Low HCV 1-3 Probability.
 - Yellow - Medium HCV 1-3 Probability.
 - Red - High HCV 1-3 Probability.



The HCV probability maps available are currently for these countries: Colombia, Cote d'Ivoire, Ghana, Honduras, Indonesia, Malaysia, Sierra Leone, Thailand and Mexico. While new maps are being developed, the countries not covered by current maps will need to commission integrated HCV-HCSA assessment led by HCVN ALS licensed assessor

Web Based Dashboard



RSPO English RSPO Admin (Sign Out)

- Overview
- Group Manager
- Manage Country List
- Manage Data Collectors
- View Farmer Details**
- Manage 5.2 Surveys
- Rejected 5.2 Surveys
- Manage 7.3 Surveys
- Rejected 7.3 Surveys
- Settings
- Privacy Policy

View Farmer Details

LIST OF FARMERS

Show **10** entries Search

First Name	Last Name	Farmer ID	Location	Total Size of Survey Plot
Aston	1	467		0.009
Billy	Russo	TRTR		0
Bob	Marley	HIGHCLOUD9		0
Communal	Test	GJKJ		1.339
Community	Test	AHNOD		0
Dinah	Madani	HMLND		0
Frank	Castle	PNSHR		2.027
Ip	Man	ONEPUNCH		0.144
Merdeka	Walk	200		4.613
Paul	W	1234		0

Showing 1 to 10 of 13 entries Previous **1** 2 Next



Web Based Dashboard

The screenshot shows the RSPO web dashboard interface. At the top, there is an orange header with the RSPO logo on the left and a language dropdown menu set to 'English' on the right. A dark grey sidebar on the left contains a list of navigation items: Overview, Group Manager, Manage Country List, Manage Data Collectors, View Farmer Details, Manage 5.2 Surveys (highlighted in orange), Rejected 5.2 Surveys, Manage 7.3 Surveys, Rejected 7.3 Surveys, Settings, and Privacy Policy. The main content area is titled 'Trish Talk' and includes a '< BACK TO SURVEY LIST' link. Below this, survey details are displayed in a grid format:

FARMER NAME (ID) Jessica Jones (ALIAS)	SUBMITTED BY Conan Obrien	
DATE OF REGISTRATION 20 Sep 2017	AGE OF PALM TREES 1-3 years	YEAR OF FIRST PLANTING 2016

Below the survey details is a section titled 'LOCATION OF ESTABLISHED PLOT' which contains a satellite map. The map shows a yellow area with a green polygon representing the plot. A 'Satellite' button is visible in the top right corner of the map area.

For more information,
please contact
smallholder@rspo.org

THANK YOU



Find out more at
www.rspo.org

For more information, ISH
smallholder@rspo.org

RSPO CB Forum

RISS Audit for ISH (Legal requirement, best practice for field management & good transaction management)

By Hendra Fachrurozy
RSPO Auditor



Objective of presentation

1. **Overview the scheme of RSPO Independent Smallholder (ISH) for Production of Sustainable Palm Oil**
2. **Sharing experiences conducting RISS Audit for ISH relate of :**

- Legal requirements
- Best practices for field management
- Good transaction management

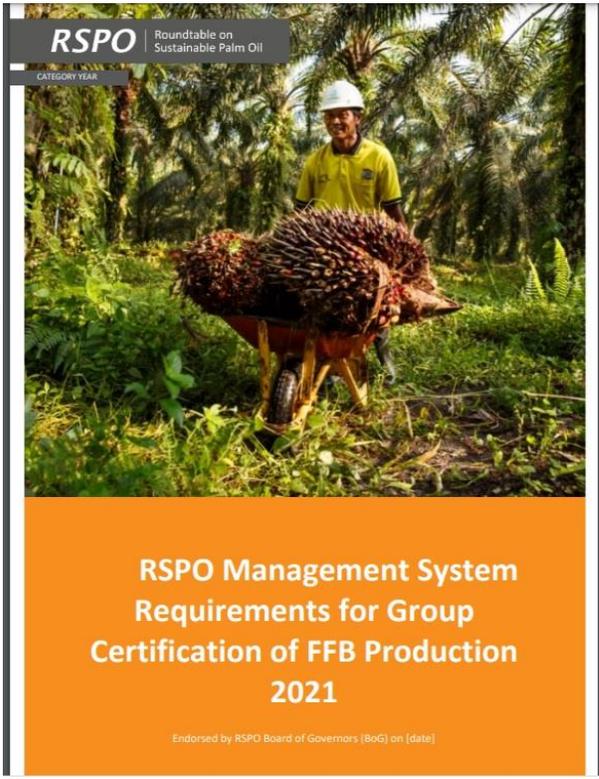
Overview

2

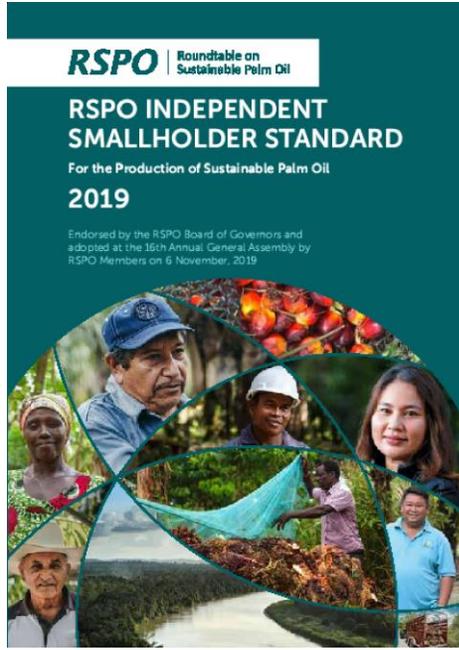
Primary documents for RSPO ISH Audit :

1. **Certification System (RSPO Certification Systems for P&C and RSPO ISH Standard, Nov 2020**

RSPO CERTIFICATION SYSTEMS
FOR PRINCIPLES & CRITERIA AND RSPO INDEPENDENT SMALLHOLDER STANDARD
Endorsed by the RSPO Board of Governors on 12 November 2020



2. **Audit Standard :**
- RSPO ISH Standard for the production of sustainable palm oil, Nov 2019
- or
- RSPO Management System Requirements & Guidance for Group Certification of FFB Production, March 2016 (Rev. March 2018).....**still in revision process (draft, 2021)**



A smallholder can pursue certification through :

The RSPO ISH Standard (Nov 2019) if :

1. **NOT a scheme smallholder**
(see definition on **Annex 1**)

2. **The total size of their oil palm production area is :**

- **No threshold** is defined in a NI : ≤ 50 Ha
- or
- **Any threshold** is defined in a NI : ≤ 25 Ha (Indonesia) & ≤ 75 Ha (Ecuador)



To define the total size of a palm production area.....can see **page 9** - RSPO ISH, Nov 2019

RSPO Management System Requirements and Guidance for Group Certification of FFB Production, March 2016 (Rev. March 2018).....coming soon (**draft, 2021**)

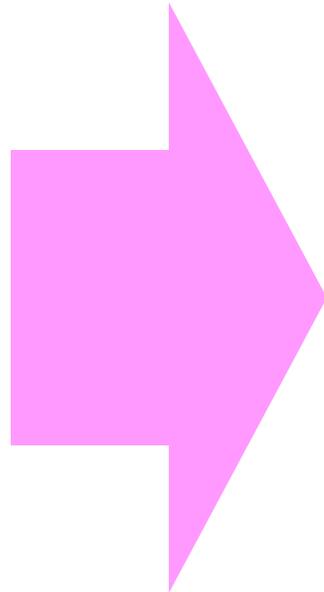


- ISH not applying RSPO ISH standard, Nov 2019
- Scheme SH
- Medium grower with land holding ≤ 500 Ha

Sharing Experience

.....facing for ISH in Indonesia

1. Legal Requirement



- A. **Legal Entity** (Indicator 1.1.E) & **Group Manager** (Criterion A1.2)
- B. **Legal or Customary Right to use the Land** (Criterion 2.1)
- C. **Plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law** (Criterion 2.4)
- D. **Employment issues** (Criterion 3.1; 3.2; 3.3; 3.4; 3.5;)

Sharing Experience

.....facing for ISH in Indonesia

1. Legal Requirement

A. Legal Entity (Indicator 1.1.E) & Group Manager (Criterion A1.2)

To do verify

- Checking the document of legal entity and others supporting documents
- Comparing conformance between legal entity document and law & regulation
- Information inside legal entity document appropriate or not with real condition in field example the scope of activity and/or board of management and/or location of entity
- Who is appointed as group manager ? Mill or an organization or an individual so auditor verifying the evidence of legal entity from group manager

Case

- Legal entity document has not been updated if comparing with existing condition or update of law and regulation

Resolve

- Smallholder shall updating legal entity document

Sharing Experience

.....facing for ISH in Indonesia

1. Legal Requirement

B. Legal or Customary Right to use the Land (Criterion 2.1)

To do verify

- Checking type of the document of land ownership or rights to use the land (SHM or Letter C or ect)
- If smallholder still in the process of legalization of that right so checking evidence about it
- Comparing information of legal land provided by group smallholder and document of legal ownership or right to use each smallholder member such as name, map of smallholder plot and total area
- Checking smallholders plots has cleared and visibly demarcated or not in field (if type of legal land document in form of land use ownership (SHM) so boundary in form of boundary pillar appropriate with relevant regulation) including to ensuring smallholder are operating only within these boundaries

Case

- Name of ownership land in document different with name of group member

Resolve

- If it is due land sale & buy transaction so it can refer to land sale & buy document where name of group member as end buyer
- If name of ownership land in document is child/wife/parent from group member so it can checked on family card/identity

Sharing Experience

.....facing for ISH in Indonesia

1. Legal Requirement

B. Legal or Customary Right to use the Land (Criterion 2.1)

Case	Resolve
<ul style="list-style-type: none">Total area different between the primary data of group member and the document of land ownership or rights to use the land	<ul style="list-style-type: none">Checking their root cause and it can be caused because any areas has planted other commodity or has sold to other party or oil palm tree on garden areas
<ul style="list-style-type: none">Different shapes and total areas between legal land document and map of smallholder areas and condition in field	<ul style="list-style-type: none">Interviewing with group member, group manager and traditional leader about case itIf smallholder areas is ex-scheme smallholder areas so that auditor shall be interviewing and verifying to other smallholder which keep legal land document appropriate with smallholder it

Sharing Experience

.....facing for ISH in Indonesia

1. Legal Requirement

- C. Plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law (Criterion 2.4)**

To do verify

- Overlay between map of all group member plots with map of national parks and/or protect areas and/or forest areas updatelly or the result of formal communication with local government/agency relate it
- Carry out stakeholder consultation to relevant agency/government about it
- Auditor checking coordinate of group member's plots where it is on

Case

- Found group member plots inside on forest areas but legal land document has issued because there are revision of forest areas from government

Resolve

- Group member plot is excluding from scope of audit

Sharing Experience

.....facing for ISH in Indonesia

1. Legal Requirement

D. Employment issues (Criterion 3.1; 3.2; 3.3; 3.5)

To do verify

- Auditor is verifying training document and interview with group manager and group member regarding understanding forced labour practices and interview with employees and their families too and conducting stakeholder consultation about it
- Verifying the list of employee under group member and/or entity and their wage and cut of date for list it
- Filed visit and interview with employees in field or their house or phone to ensuring the children are not employed or exploited and employee has understood about minimum age & wage defined by local, state or national law
- Verifying term of work agreed between worker and group member and/or entity
- If any women worker so to ensuring how many wage received by women worker ?
- Ensuring PPEs has used by workers (appropriate for the type of work) and it has provided by employer
- Ensuring worker is understanding about mechanism of accident handle if he/she is accident and first aid kits has provided by group or employer

Sharing Experience

.....facing for ISH in Indonesia

1. Legal Requirement

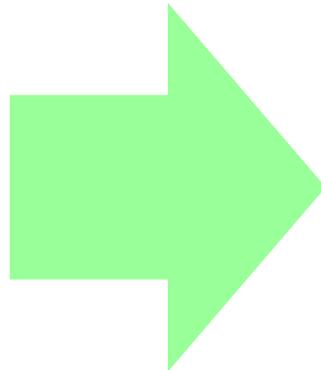
D. Employment issues (Criterion 3.1; 3.2; 3.3; 3.5;)

Case	Resolve
<ul style="list-style-type: none">Group members & group manager has understood about debt bondage (Kerja Ijon) but not appropriate with term in annex	<ul style="list-style-type: none">Re-socialization/dissemination about it to group members and their workers
<ul style="list-style-type: none">The list of employee under group member not updated	<ul style="list-style-type: none">Interview to employee sample and field visit to estate/farm and/or their house
<ul style="list-style-type: none">Payment slip and local government decree relate of minimum wage usually not documented	<ul style="list-style-type: none">Interview with group member or entity as employer relate of nominal of wage payment to their employee and understanding minimum wageInterview with employee relate of wage and volume and duration of work

Sharing Experience

.....facing for ISH in Indonesia

2. Best practice for field management



- A. **Estate/farm** (Indicator 1.2 MS-B, 1.3 MS-B, 4.9 MS-B)
- B. **Non-Estate/farm** (Indicator 1.1 MS-B, 3.5 MS-B, 4.1 MS-B, 4.6 MS-B, 4.7 MS-B, 4.8 MS-B)

Sharing Experience

.....facing for ISH in Indonesia

2. Best practice for field management

A. Estate/farm (Indicator 1.2 MS-B, 1.3 MS-B, 4.9 MS-B)

To do verify

- Interviewing to group member relate of the activities has done in her/him estate/farm and comparing field visit result and interview result
- Any impact or not from fertilizing activity, maintenance activity, IPM activity and other activities to FFB production and social & environmental condition
- Identifying the method of FFB sales owned by group member (all FFB selling to entity or other party (FFB trader)) and weighing FFB or not in estate/farm or calculating number of FFB only
- Verifying the record of FFB production in group member and group manager level
- Document verification and field visit about there is pest and disease attack or not, beneficial plant available or not and the method used to manage the weeds (manual or chemical)
- The record of use of agrochemicals (pesticides and herbicides) on their estate/farm

Sharing Experience

.....facing for ISH in Indonesia

2. Best practice for field management

A. Estate/farm (Indicator 1.2 MS-B, 1.3 MS-B, 4.9 MS-B)

Case	Resolve
<ul style="list-style-type: none">The entity/group member has not done regularly check of the plantation in order to find pests and diseases (census) so that they don't know any attack or not	<ul style="list-style-type: none">Checking in field and if any attack, interviewing to group member about handling that has been doneIf use of pesticide, what is reason ?

Sharing Experience

.....facing for ISH in Indonesia

2. Best practice for field management

B. Non-Estate/farm (Indicator 1.1 MS-B, 3.5 MS-B, 4.1 MS-B, 4.6 MS-B, 4.7 MS-B, 4.8 MS-B)

To do verify

- Ensuring the entity has set up the governance process or not and group members has aware or not about it
- How is decision making be created ? Example : ordering fertilizer/pesticide process, cost transportation, distribution the amount of deduction from grading result in POM, price of FFB sales in POM/FFB trader, using revenue from sale of certified products by credit, etc
- Check of the distribution of the location of labor house and how far is it from home to estate/farm location
- If any HCV areas and/or RTE species based on HCV assessment so checking evidences about implement precautionary practices & manage and maintain RTE species
- Ensuring fire is not used on the oil palm plot owned by group member for preparing land or for pest control, nor open fire for waste management on the farm
- Ensuring the condition of riparian buffer zone areas in field and any evidences that entity and/or group member maintain and/or enhance riparian (if any river)
- Ensuring implement BMPs for all pesticide use, including some prohibitions according to the indicator 4.8 MS B

Sharing Experience

.....facing for ISH in Indonesia

2. Best practice for field management

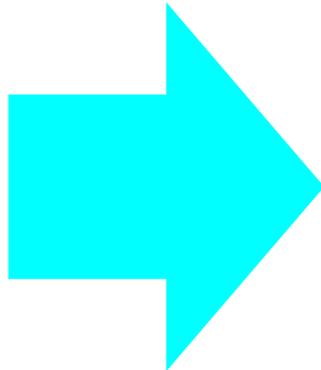
A. Estate/farm (Indicator 1.2 MS-B, 1.3 MS-B, 4.9 MS-B)

Case	Resolve
<ul style="list-style-type: none">Toilet and adequate drinking water not provided by entity in work location for workers	<ul style="list-style-type: none">If the location of employee's house near estate/farm location so that auditor can be verifying toilet and adequate drinking water establish in entity office or not and ensuring worker can be accessing it and/or worker's house has available or not about it

Sharing Experience

.....facing for ISH in Indonesia

3. Good transaction management



- A. **Sell FFB transaction** (Criterion D1 & D2)
- B. **Premium distribution** (Criterion D3)

Sharing Experience

.....facing for ISH in Indonesia

3. Good transaction management

A. Sell FFB transaction (Criterion D1 & D2)

To do verify

- Ensuring record sheets to track the annual production and sales of certified volumes has been filled-in completely
- The weigh slip still kept by group member/group manager as evidence of FFB production
- Checking the document of sell certified FFB transaction each group member through physical or credit
- Ensuring the tracking of FFB system has implemented or not

Case	Resolve
<ul style="list-style-type: none">• Volume of sold certified volume (output) by credit > input (certified FFB production)	<ul style="list-style-type: none">• The projection of volume of certified FFB production is deducted the volume of gap

Sharing Experience

.....facing for ISH in Indonesia

3. Good transaction management

B. Premium distribution (Criterion D3)

To do verify

- Checking the record of agreement between group and group manager relate of how the premiums will be used
- Interviewing to group members regarding price of FFB, premium and timing of premium payment
- Checking the record of the disbursement of premium to group members

Case	Resolve
• -	• -

Thank you for your attention



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Afternoon Break





RSPO PalmTrace

ISH for CBs

Laura González
Concept Owner Palm Oil
Rainforest Alliance

Jorge Martínez
Customer success officer
Rainforest Alliance

16 March 2022

OBJECTIVES



- RSPO Palmtrace Introduction
- CBs to be familiar with RSPO PalmTrace for ISH
- Emphasize some important aspects
 - FFB Announcement
 - Remove volume
 - How to avoid credits overselling
 - How to allocate credits



How does RSPO PalmTrace work? Introduction

WHAT IS RSPO PALMTRACE?



PalmTrace is the online RSPO's traceability system for certified oil palm products:

- Database for certified members
- Traceability system for the registration of certified volume through the Supply chain
- Registration of transactions performed according to the 4 models of RSPO Supply chain:
 - IP
 - SG
 - MB
 - Book and Claim
- It helps with the collection of RSPO administrative fees on registered volumes
- Transparency and credibility: PalmTrace is connected with the RSPO website to publish the most accurate and recently information.

WHAT DOES RSPO DO IN PALMTRACE?



- Review license requests from certification bodies
- Publish certified members on the website with their certificates
- Review time and volume extensions
- Review requests for CB transfers
- Publish data on website:
 - certified volume/area
 - uptake (first sales/certified volume)
 - Book and Claim

WHAT DOES RA DO IN RSPO PALMTRACE?



- Develops and maintains the system, including implementing changes
- Member registrations
- Invoice RSPO administration fee
- Upload trader and distributor licenses
- Push marketplace information on RSPO Credits to www.rspo.org/PalmTrace
- Monthly reporting to RSPO
- Webinars and trainings
- Helpdesk (chat box and palmoil.support@utz.org)

WHAT DO CBS DO IN RSPO PALMTRACE?



- Request a license after the audit
- Request for time and volume extensions
- Annual renewal of licenses
- Suspend a license, if necessary
- Member transfer from another CB
- Audit the volume reporting of members

AREAS IN RSPO PALMTRACE



CB Area

- Upload audit report
- Request license for member
- Indicate certified volume for ISH, outgrowers and mills
- Define rights (processing & supply chain models) for members according to the certificate



RSPO Area

- Approve / deny license requests



Member Area

- Receive license to use the traceability system
- Record trading & processing transactions

PLATFORM TO TRACE CERTIFIED VOLUMES



- All certified units need an account in PalmTrace and get licensed by the CB
- Members between mill and refinery are required to register physical sales and processing activities (IP, SG, MB) apart from Producer of Oleochemicals and Product Manufacturers
- Traders and distributors can get a license directly from PalmTrace
- Independent smallholders, mills and crushers can sell RSPO Credits (Book and Claim)
- Manufacturers and retailers can buy RSPO Credits (Book and Claim)



RSPO PALMTRACE FOR ISH

Physical transactions

INDEPENDENT SMALLHOLDERS WITH LICENSE STATUS: E1, E2, & MSA



E1, E2, & MSA

Option 2



ISH Credits

IS-CSPPO
IS-CSPKO
IS-CSPKE

- CBs will license volume of IS-FFB, IS-CSPKO, IS-CPKE, IS-CSPPO
- ISH can only sell credits in PalmTrace

INDEPENDENT SMALLHOLDERS WITH LICENSE STATUS: IC, ASA & RC



IC, ASA & RC

Option 1



- The CB will license only FFB.
- ISH can sell certified FFB volume as physical (FFB Announcement).
- For physical selling mills will confirm the announcement from the ISH.

Option 2



To sell IS-credits to a certified buyer and sell the same amount as conventional.

PHYSICAL ACTIVITIES IN RSPO PALMTRACE



ISH- E1, E2 Y MSA

Allocate to RSPO credits

Sell RSPO credits



IC, ASA O RE

FFB Announcement

Remove FFB volume

Allocate to RSPO credits

Sell RSPO credits

To avoid credits overselling

- ISH and Group manager can only allocate to credits the Actual FFB Production
- Working on a mechanism to prevent sold volume exceeding real production

ACCESS TO PALMTRACE



Welcome

Become a Member

Welcome

Username

@username

Password

Remember Me

Sign In



Live Chat Software by Kayako

- **Login details:** received after the registration in PalmTrace.
- Internet connection.
- Online platform, no software needed.
- Access to traceability system: only with a license*

[Forgot your password](#)

*Requested by the Certification Body (CB) after an audit completed successfully

SOME PRACTICE...

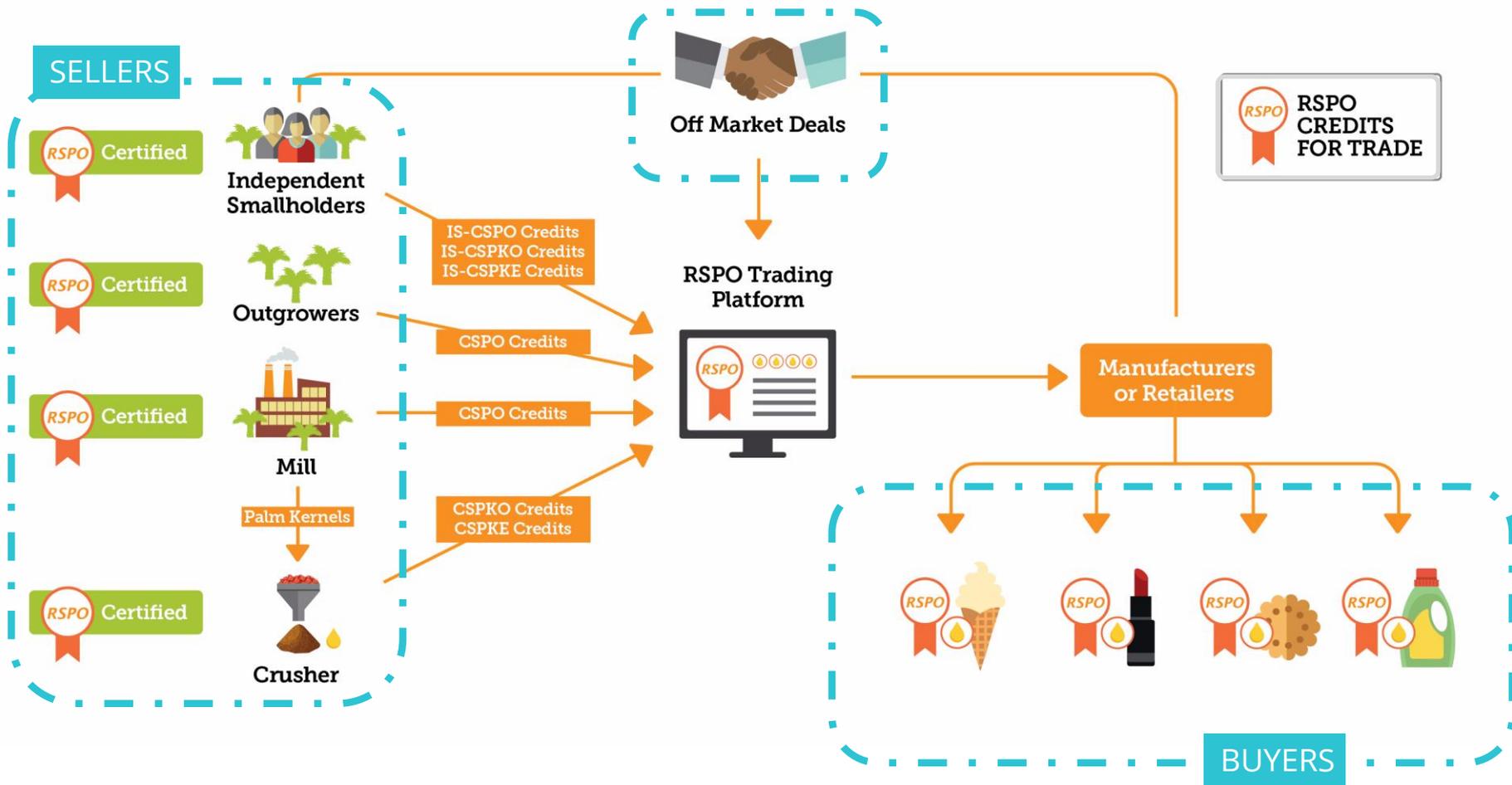




BOOK AND CLAIM

Business rules

BOOK AND CLAIM



BUSINESS RULES FOR BOOK AND CLAIM



- ISH can sell RSPO Credits only with a valid license
- Validity of the credits:
 - **Independent Smallholders**: license validity
- Credit buyers must be RSPO members and cannot re-sell the credits
- We send to the credit buyer an invoice with a payment term of 14 days
 - On Market Trades
 - Off Market Deals



HOW TO SELL RSPO CREDITS

CREDITS OR PHYSICAL



- When the ISH sell RSPO Credits, they can sell the physical product only as non-certified

either



or

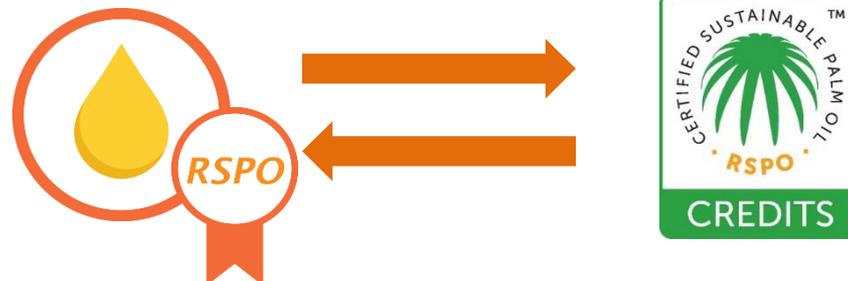


- 1 RSPO Credit = 1 MT of CSPO/CSPKO/CSPKE

ALLOCATION



- Physical volume needs to be allocated in the Member Area
- Only allocated RSPO Credits can be traded on the Book and Claim marketplace (on and off market)
- Before you have a match with a buyer, you can allocate the credits back to physical volume



ON MARKET TRADE



- Place an offer on the marketplace anonymously
- Indicate the price per credit (in USD)
- **Advantage:** You do not need to know a company that wants to buy from you because you are matched with a buyer automatically
- You will know the identity of the buyer when you have the match



OFF MARKET DEAL



- If you know a company that wants to buy RSPO Credits from you, you can make an Off Market Deal
- Report the Off Market Deal in RSPO PalmTrace
- Buyers needs to confirm the off-market deal





SET-UP, PAYMENT & PRICES

REGISTER FOR CREDIT TRADE



1. Be a member of the RSPO
2. Be certified and have a licensed account in RSPO PalmTrace
3. Fill in the [set-up form for sellers](#)
4. Provide a letter of your bank confirming your bank account number
5. Send the set-up form & the bank letter to palmoil.support@utz.org.

SOME PRACTICE...





QUESTIONS?



THANK YOU FOR ATTENDING!

CONTACT US

PALMOIL.SUPPOT@UTZ.ORG



CB Interpretation Forum Evaluation Form



<https://forms.gle/1LBCcFee6eGgAVba6>

Closing Remarks

Aryo Gustomo, Deputy
Director, Compliance





End of Day 3

Thank You