

## DRAFT MINUTES OF MEETING

### Independent Smallholder – No Deforestation Task Force (IS-NDTF) – 10<sup>th</sup> Meeting

**Time** : 1930- 2130 (MYT)

**Date** : Thursday, 27 May 2021

**Venue** : ZOOM Conference Call

#### Attendees:

	<b>Name</b>	<b>Initial</b>	<b>Organisation</b>	<b>Representation Category</b>
1.	Marike Leegwater	ML	Solidaridad Network	SHSC,Co-Chair(SNGO) -Acting Chair
2.	Rob Nicholls	RN	PT. Musim Mas	P&T
3.	Chrissy Durkin	CD	Rainforest Connection	ENGO
4.	Angga Prathama Putra	APP	WWF	ENGO
5.	Dani Rahadian Hidayat	DH	FORTASBI	Smallholder (Indonesia)
6.	Burhanuddin Ismail	BI	Bunge Loders Croklaan	P&T
7.	Lesly Vera Gonzales	LV	Solidaridad Network	SNGO– Alternate
8.	Lee Kuan Chun	LKC	P&G	SHSC, Co-Chair (CGM)
9.	Olivia Scholtz	OS	HCVN	Technical Expert
10.	Darren Brown	DB	HCSA	Technical Expert
11.	Daneetha Muniandy	DM	HCSA	Technical Expert
12.	Judy Rodrigues	JR	HCSA	Technical Expert
13.	Aida Greenbury	AG	SPKS	
14.	Krishna Jeyabalan	KJ	RSPO Secretariat	

#### Absent with apologies:

	<b>Name</b>	<b>Initial</b>	<b>Organisation</b>	<b>Representation Category</b>
1.	Paula den Hartog	PH	Rainforest Alliance	SNGO – Substantive (Co-Chair)
2.	Daniel Uricoechea	DU	Oilsum Group	Smallholder (LATAM) (Co-Chair)
3.	J. Cyrus Saygbe	CS	Solidaridad Network	Smallholder (Africa)
4.	Francisco Naranjo	FN	RSPO Secretariat	
5.	Julia Majail	JM	RSPO Secretariat	
6.	Amir Afham	AA	RSPO Secretariat	
7.	Diego Pierrend	DP	RSPO Secretariat	
8.	Tamanjong Victor Yuh	TV	RSPO Secretariat	

#### Agenda:

Time	Item no	
7:30 – 7:40 pm	1.0	Introductions
7:40 – 7:50 pm	1.1	Adoption of Minutes of Meeting – 8th & 9th IS-NDTF Meeting
7:50 – 8:00 pm	2.0	Brief overview of items presented in the 9th IS-NDTF Meeting
8:00 – 8:10 pm	2.1	Recap: Guiding Principles

8:10 – 9:10 pm	3.0	Discussion & Decision Making on Feedback from HCSA on Simplified Combined HCV-HCS Approach
9:10 – 9:20 pm	4.0	Update on Workplan
9:20 – 9:30 pm	4.1	AOB
9:30 pm		Meeting adjourned

### Updates on Action Points from last meeting:

No.	Action Point	Status
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No.	Description	Action Points (PIC)	Progress / Remarks
<b>1.0</b>	<b>Introductions</b>		
	Attending members, technical experts and invited guests were welcomed by the acting chair for the meeting.		
<b>1.1</b>	<b>Adoption of Minutes of Meeting – 8th &amp; 9th IS-NDTF Meeting</b>		
	<p>The 8<sup>th</sup> Minutes of meeting was adopted in this meeting due to quorum not being achieved in the past meeting.</p> <p>The adoption of the 9<sup>th</sup> Minutes of meeting was carried out with the condition that further feedback received via email (within 1 week from the meeting date) will be included in the minutes of meeting as the document was circulated closer to the 10<sup>th</sup> IS-NDTF meeting.</p>		
<b>2.0</b>	<b>Brief overview of items presented in the 9th IS-NDTF Meeting</b>		
	<p>A brief of the key items presented in the previous meeting was presented.</p> <p>An extract of the preamble from the RSPO ISH Standard 2019 was presented to provide context of the development.</p> <p><b>Preamble</b> <b>High Conservation Value (HCV) and High Carbon Stock (HCS) forests</b></p> <ul style="list-style-type: none"> <li>This ISH Standard is pursuing the objective of the RSPO Smallholder Strategy to increase smallholder inclusion, prioritise</li> </ul>		

	<p>improved practices that also benefit smallholder livelihoods, whilst also upholding the core sustainability requirements.</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Aligned with the new HCS requirements in the RSPO P&amp;C 2018, the RSPO, in consultation with the HCSA Steering Group, intends to develop a <b>simplified combined HCV-HCS approach</b> to identify and protect HCS forests. The simplified and combined HCV-HCS approach for independent smallholders will be open to public consultation and will be published no later than November 2020.</li> </ul> <p><b>Feedback:</b></p> <ul style="list-style-type: none"> <li>• It was highlighted, in the annex 1 section of the RSPO ISH Standard, the definition of the High Carbon Stock forest is defined as Forests that have been identified using the High Carbon Stock Approach (HCSA) Toolkit.</li> </ul>		
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## 2.1 Recap: Guiding Principles

	<p>The guiding principles which were adopted by the task force before the development was presented.</p> <ol style="list-style-type: none"> <li><b>1. Core Sustainability Requirements Are Maintained</b> <ul style="list-style-type: none"> <li>• The approach must ensure an adequate level of rigor and not compromise compliance with core sustainability requirements, such as those expressed in <b>Principle 4</b> (Protect, conserve and enhance ecosystems and the environment) of the RSPO ISH Standard. The approach shall also address potential risks as well as safeguards.</li> </ul> </li> <li><b>2. The Assessment Process Is Tailored For an ISH Group Member / GM</b> <ul style="list-style-type: none"> <li>• To address the cost and complexity of the existing Integrated HCV-HCSA Assessment through the development of an approach that is tailored to the ISH context. It should be feasible in all contexts globally and work offline.</li> </ul> </li> <li><b>3. Independently Carried out by ISH Group</b> <ul style="list-style-type: none"> <li>• The approach should allow for an ISH GM or Member to use it without prior extensive technical knowledge on HCV and HCS as per the methodology employed by the Simplified HCV Approach.</li> </ul> </li> </ol>		
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- An ISH GM or Member may be required to consult for additional material from RSPO. In high risk cases, an assessment by an external technical expert may be required.

**4. Aligned with smallholder strategy (inclusive, step-wise)**

- The approach should be aligned with the RSPO smallholder strategy and the Independent Smallholder Standard aimed at smallholder inclusion and a stepwise approach towards full compliance.

**3.0 Discussion & Decision Making on Feedback from HCSA on Simplified Combined HCV-HCS Approach**

**Recap:**

After the previous meeting, the HCSA Secretariat went back to the HCSA Smallholder Working Group and mentioned it would be more helpful to revert with a more concrete recommendation.

**HCSA Presentation:**

**General Recommendations**

- If the HCSA is to be used in RSPO’s approach, HCSA must be involved in decisions on its development.
- RSPO to use the Simplified HCS HCV approach for smallholders in Indonesia (incl 10 ha size definition for independent SH) as the starting point for the RSPO IS standard implementation of no deforestation, including the indicative HCS/HCV 1 4 maps, and any changes to the approach are developed collaboratively and jointly agreed.
- RSPO and HCSA collaborate on developing the Trial ToR for the HCS aspect of the simplified approach, its results and recommendations.
- Updated work plan: Strongly recommend the public consultation on RSPO combined HCS HCV approach is not held until trials are completed as the results may affect the approach and what is needed to be consulted upon.
- HCSA commits to informing RSPO IS NDTF of plans regarding developments of the HCS HCV simplified approach and sharing results of its trials.
- HCSA commits to exchanging/sharing supporting materials e.g., awareness raising and training materials, participatory land use planning, livelihoods issues.

**Technical Recommendations on the RSPO Simplified Approach**

Use Indicative HCS-HCV maps

- These maps are accurate, easily used, can drastically simplify the process, and avoid a precautionary approach which could halt development by smallholders.
- The ability to produce maps quickly at scale in palm oil production areas requires partnership and resourcing with the RSPO.
- Recommend start with producing maps for RSPO trial areas.

Simple 'barefoot' methodology

- It should be used for identification of all HCS forest, not just YRF.
- HCSA has developed a similar checklist for field checks.
- Trials by HCSA and RSPO should cooperate and share lessons from each organisations' trials to produce an optimal tool.

Social issues and participatory land use planning

- More concrete details are needed on interaction between RSPO simplified process and use planning, including implementation of FPIC.
- Inclusive participatory processes are critical for achieving consent on land use decisions.
- HCSA has experience on this from field trials that can be shared.
- Recommend that gap analysis against existing RSPO FPIC & other social risks in the existing RSPO simplified approach with HCSA's smallholder social requirements is conducted.

**Feedback:**

- It was mentioned that size definition for an ISH can only be altered through the revision of the standard or a national or local interpretation. As the National Interpretation Task Force (NITF) in Indonesia is in the final process of the interpretation, it would be a challenge to change the size definition.
- A member of the Indonesia NITF clarified that the 10 Ha definition is in line with the Indonesian government requirement and has been accepted for use.
- Further feedback was requested on the recommend gap analysis against existing RSPO FPIC & other social risks in the existing RSPO simplified approach with HCSA's smallholder social requirements.
- It was clarified that gap analysis would be more of a desk study.
- There are social risk questions in the RSPO simplified HCV methodology. It would be good to understand how these are implemented and compared against HCSA's smallholder adapted social requirements and to highlight if there are items missing in RSPO's approach that links with FPIC.
- It was recommended for Forest Peoples Programme (FPP) or an individual in the social related working group to provide a quick diagnostics on the gaps.

- It was clarified that a representative from FPP is in the Expert Group for the development of the Simplified FPIC Approach and it can be a recommendation for this item to be brought up for discussion in the Expert Group.
- In regards to the first general point, it was highlighted that the if an approach is being developed, it should be carried out with HCSA in a collaborative manner.
- It was further highlighted, the RSPO ISH standard did not adopt the HCSA toolkit as per mentioned in the preamble whereby it was a negotiated text and agreement of the develeoepemet to be carried out with consultation of the HCSA which does not involved decision making. Input wills be taken for the development.
- The decisions for the development falls within the IS-NDTF as a taskforce repoting to the Smallholder Standing Committee (SHSC) which treports to the RSPO Board of Governors. This is the context of the operation.
- An IS-NDTF member raised a point on RSPO development requiring advice from HCSA. Agreement on inputs provided by HCSA was mentioned.
- It was further mentioned, in general most of the recommendation will require testing. (i.e., HCSA being invovled in the trials)
- An IS-NDTF member mentioned support for working collaboratively to come to a solution and that it is crucial everyone remembers the end goal of serving the requirements of the smallholders. RSPO has the pontential to implement a larger scale trial and HCSA has the expertises to add on to the trials.
- The point on using the Indicative Maps was also raised as a key point.
- An area of collaboration pointed out was the simple “barefoot” methodology for usage for indentification of HCS component and not just Young Regenerating Forest (YRF).
- The point on the technical requirement was raised as a key concern as the requirement appears in all stages (stage 1 - 4) of the Simplified HCS-HCV approach by HSCA.
- It was clarified by HCSA that the technical requirement is not necessarily a difficult aspect as it is written based on the input from smallholders and that the only technical expert that is required is for the production of the indicative maps.
- Further clarification was rquested on the technical requirement based on the HCSA document specification on the minimum qualification requitement of a technical expert. It was clarified that the role of the indicative map will further solve this whereby the availability of large scale indicative maps will effectively ensure smallholders can use it directly. It was further added, the reality on the ground does not require the items mentioned in the qualification requirements of a technical expert in the HCSA

document. As an example the preparation of the map won't be required with the existence of the indicative maps.

- A member of the IS-NDTF mentioned, the existing practice is to create a technical expert (HCV specialist) within smallholder groups to reduce the production cost paid for group certification. It was further added, that an approach needs to be created with a cost as low as possible so as to not burden the smallholders. When the cost is prohibitive, the motivation for a smallholder going for certification is significantly reduced.
- A point was raised on additional opportunities (more incentives) for smallholders who play a role in conservation. It was proposed for this topic to be further discussed in a separate meeting with involved stakeholders.

**Agreement by the IS-NDTF in moving forward:**

- Agreement on the RSPO developing the Simplified Combined HCV-HCS Approach more collaboratively with the HCSA as per the mention in the RSPO ISH Standard. The element of decision making will be reviewed.
- Development of the additional components within Simplified Combined HCV-HCS Approach will proceed. The results of the development (i.e., Checklist and supporting documents) will be shared for further input from members of the IS-NDTF and technical experts (HCVN and HCSA [inclusive of feedback from the HCSA Smallholder Working Group]).

## 4.0 Update on Workplan

**Original Workplan**

Item	Time
Endorsement of ToR for IS-NDTF	July 2020
Establishment of IS-NDTF	July 2020
Development of the simplified combined HCV-HCS approach and tool for ISH (possibility of enhancement of the existing Simplified HCV App to include the HCS element): <ul style="list-style-type: none"> <li>· Development of TOR</li> <li>· Engagement of vendor to develop the simplified combined HCV-HCS approach and tool for ISH</li> <li>· Development of the simplified combined HCV-HCS approach and tool for ISH including public consultation and/or field testing</li> </ul>	August 2020 - February 2021
Endorsement by SHSC	March 2021
Launching of the new ISH simplified combined HCV-HCS tool	March 2021
Socialization and capacity building	April 2021 - June 2021

**Update on Workplan**

**1. May – 20<sup>th</sup> July 2021**

Development of the Additional Component & Field Calibration (Southeast Asia)

- 2. August 2021**  
Public Consultation & Field testing
- 3. End of Sept 2021**  
Endorsement by Standing Committees  
Partial launching of the new ISH simplified combined HCV-HCS tool
- 4. After October**  
Additional Field Calibrations

**Amended Work Plans of 10<sup>th</sup> IS-NDTF Meeting**

- 1. June – 20<sup>th</sup> August 2021**  
Development of the Additional Component & Field Calibration (Southeast Asia)
- 2. September 2021**  
Public Consultation & Field testing
- 3. End of October 2021**  
Endorsement by Standing Committees  
Launching of the new ISH simplified combined HCV-HCS tool
- 4. After November 2021**  
Additional Field Calibrations

**Feedback:**

- The point raised on combining the public consultation and field testing will be taken into account on the basis that a field testing can significantly change the outcome of the developed approach which in return should be reflected as part of what is presented in the public consultation.
- A member of the IS-NDTF proposed for RSPO ISH Group Managers to be engaged with prior to the field testing for feedback. It was clarified, it would be a challenge to reach out to all group managers and the RSPO will strive to reach out as many Group Managers as possible for the purposed of feedback.
- The HCSA secretariat requested for additional time to provide feedback on the final work plan and expected outcomes based on the proposal received for the published terms of reference. It was agreed for feedback to be sent in by the HCSA secretariat by the 7<sup>th</sup> of June 2021.
- A member of the IS-NDTF raised the importance of the field testing covering existing and new planting scenario.

**RSPO Secretariat to share the proposal received for the development of the additional components with the HCSA for feedback.**



The next meeting was suggest to take place after one month (tentatively on the 24 <sup>th</sup> of June 2021)		
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**Meeting Adjourned**

*End of minutes*