

MINUTES OF MEETING OF RSPO
1st RSPO JAWG MEETING



Date: 3rd May 2018
Start time: 9.00 am – 4.00 pm
Venue: Capri Hotel, Kuala Lumpur

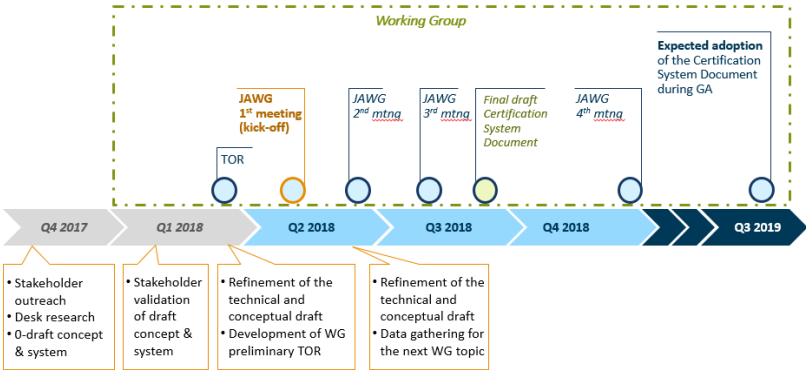
Attendance:

<p><u>Members and Alternates</u></p> <ol style="list-style-type: none"> 1. Alagendran Maniam (SDP, AM) 2. Glyn Davies (WWFMY, GD) 3. John Watts (INOBU, JW) 4. Marcus Colchester (FPP, MC)* 5. Wahyu Wigati (GAR, WW) <p><u>On Webex</u></p> <ol style="list-style-type: none"> 6. Jon Hixson (YUM, JH) 7. Lim Sian Choo (BAL, LSC) 8. Lee Kuan Chun (P&C, LKC) 9. Thanuska (Sunshineholdings, THK)** <p><u>Absent with Apologies</u></p> <ol style="list-style-type: none"> 1. Yusrin Yusof (Benta Wawasan, YY) 2. Sander van den Ende (NBPOL, SDE) 3. Michael Rice (BothEnds, MR) 4. Balu Perumal (MNS, BP) 5. Max Donysius (WWFMY, MD) 6. Rauf Prasodjo (UNILEVER, RP) 7. Sutiyana (FORTASBI, SY) <p>*only attended the afternoon session **only attended the morning session</p>	<p><u>RSPO Secretariat</u></p> <ol style="list-style-type: none"> 1. Dillon Sarim (DS) 2. Javin Tan (JT) 3. Oi Soo Chin (OSC) 4. Tiur Rumondang (TR) <p><u>NewForesight</u></p> <ol style="list-style-type: none"> 1. Guus ter Haar (GH) 2. Joost Gorter (JG)
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No	Description	Action points	Progress
1.0	<p>Opening Remarks</p> <p>JT thanked and welcomed everyone to the 1st JAWG meeting and handed the floor to GH. GH introduced NewForesight to the WG, emphasizing the fact that NewForesight were hired not for their specific expertise in palm oil, but especially for their experience in designing and organizing large scale sustainability efforts on regional level, whilst looking specifically at defining the value for all stakeholders involved. GH asked the delegates to introduced themselves and state their expectations of the Jurisdictional Approach and the role of the working group. Some of the expectations were:</p> <ol style="list-style-type: none"> The JAWG would be able to clarify the roles of the three pilots (Sabah, Seruyan, and Ecuador), as well as the roles each stakeholder has in realising certification at a jurisdictional level (JW) Clarity on how the WG can be efficient and provide effective solutions to issues regarding JA (GD) Understanding the scope of the WG, the way forward of the Jurisdictional Approach (JA) and how stakeholders are impacted & contribute to the approach (AM & JH) How the previous findings on JA is considered and applied by the WG (LKC) To understand JA in depth (THK & WW) Obtaining more information on JA to therefore apply the knowledge gained in an existing project in West Kalimantan (LSC) How JA can be impactful and help delivers the RSPO’s missions (MC) <p>Some questions and comments from the expectations:</p> <ol style="list-style-type: none"> Why not incorporate the JA in the P&C review? (LSC) Will JA solve legality issues? (LSC) Voluntary vs mandatory – what is the strategy around this? (GD) <p>GH made quick comments on the questions and comments. Before the JA can be considered in the P&C, the WG has to work on the technicality behind the approach. On the issue of legality, GH hoped that JA will be a good platform to start addressing the issue. The nature of the RSPO standard versus the whole jurisdictional approach under the influence of the government will be the recurring subject matter in the WG discussion.</p>		
2.0	<p>Background of the JA, work progress so far and timeline</p> <p>Background of the JA</p> <p>GH provided some background on the JA.</p> <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid #ccc; padding: 5px; width: 45%;"> <p style="text-align: center;"><i>Structural issue</i></p>  <p>Inclusion of all producers in sustainable production, including non-certified and disinterested groups</p> </div> <div style="border: 1px solid #ccc; padding: 5px; width: 45%;"> <p style="text-align: center;"><i>RSPO barrier</i></p> <p>Incentives and mechanism to effectively engage and involve non-certified and disinterested groups due to complexity of P&C, unclear business case, and incomplete registration of producers</p> </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 1px solid #ccc; padding: 5px; width: 45%;"> <p style="text-align: center;">Tackling sector-wide problems</p> <ul style="list-style-type: none"> • Protection of HCV areas • Social conflict • Illegal and unregistered activities • Infrastructure </div> <div style="border: 1px solid #ccc; padding: 5px; width: 45%;"> <p>Mechanism for tackling sector-wide issues that go beyond responsibility and capacity of single members (Individuals/Groups) and which require broader stakeholder action</p> </div> </div> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px; background-color: #ffe6e6;">  <p>The challenge is to address these barriers without significantly changing the RSPO standard and system</p> </div>		

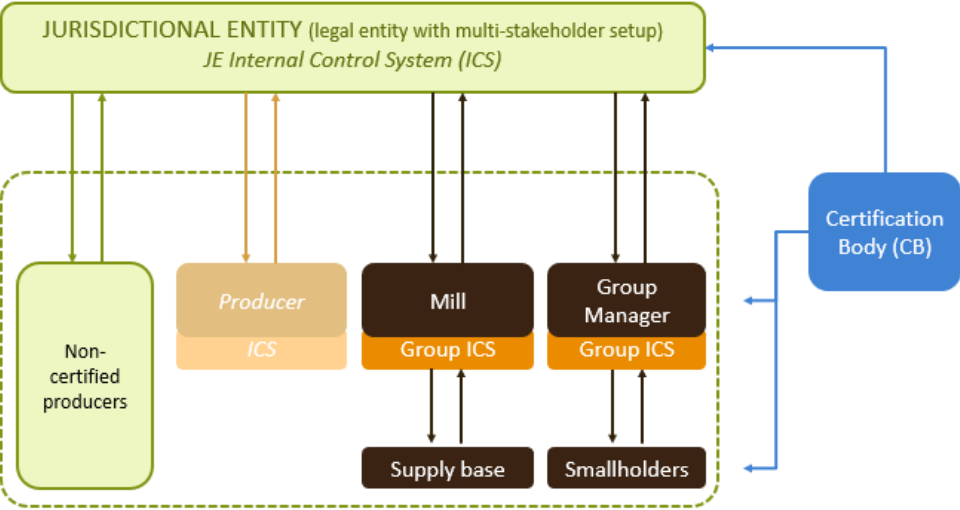
No	Description	Action points	Progress
	<p>Work progress so far</p> <p>NewForesight has conducted interviews with the BoG members, RSPO Secretariat Staff and RSPO’s consultant for inputs to ensure that the certification system document for the JA will be more impactful and provide meaningful solutions to address the barriers. In addition to the interviews, site visits were conducted to understand the situation on the ground. NewForesight went to talk to local producers, NGOs, government representatives, and supply chain representatives in Musi Banyuasin regency, South Sumatra on the way the current RSPO P&Cs are applied and how they are perceived. CBs were engaged to get information on current challenges and opportunities in auditing for the RSPO P&C as well as testing assumptions on how an audit should be done for the whole jurisdiction.</p> <p>A concept note was developed by NewForesight. The concept note addresses why the RSPO and its members should move forward with the JA, highlighting all the benefits the JA offers. The knowledge gaps and main barriers are also highlighted in the concept note.</p> <p>The BoG has endorsed the concept note for the development of the certification system documents, and supports the decision to not develop a separate Jurisdictional P&C for the time being.</p> <p>KCL requested NewForesight to share some of the findings of the site visits and the pilot areas. JG clarified that the NewForesight team did not go to the official RSPO pilot areas. The site visits in Indonesia helped NewForesight identified the major gaps, with one being that the RSPO focuses heavily on combating environmental and social issues, lacking the focus on the performance improvement of the farmers. Other findings include:</p> <ol style="list-style-type: none"> a) Data availability – no map for oil palm, HCV and HCS areas available b) Lack of proper planning during plantings and many issues with concessions and land rights <p>On the issue around spatial planning and mapping, JG mentioned that the RSPO is currently working with the World Resources Institute (WRI) on the one map initiative. This initiative is formalised to get high quality maps, depicting the oil palm concessions, forestry, HCV and HCS areas, from the government of Indonesia.</p> <p>Timeline</p> <p>The draft JA Certification System Document is expected to be delivered by the fourth quarter of 2018</p>  <p>The WG will revisit the timeline once more clarity is provided on the purpose of the WG. LSC commented that time allocation is going to be an issue – acknowledging that the RSPO has many</p>		

No	Description	Action points	Progress																										
	<p>WG and Task Force (TF) meeting around the proposed working time of the JAWG. She requested the WG to plan more carefully.</p> <p>GH mentioned that in September, the intention is still to have a Certification System Document draft that is ready to be shared and discussion with the RSPO JA pilot regions and other stakeholders. The WG agreed that this should be possible.</p>																												
3.0	<p>The responsibilities and roles of the JAWG</p> <p>The JAWG responsibilities include:</p> <ol style="list-style-type: none"> Act as a sounding board to solve issues that arise during the development of the certification system document. WG members have the rights to raise issues related to the JA Members of the JAWG are required to provide feedback based on their expertise Members of the JAWG are expected to act as ambassadors, and inform and engage their network, especially concerning local and national government, industry, NGOs, and pilot regions that are critical in the adoption of the JA Attend physical meetings organised by the RSPO Secretariat Abide to the RSPO's WG rules <p>JT reminded the WG that the representation of the WG members goes under the organisation, not the individual. Should there be any requests to involve experts in the WG meetings (call and physical), the formal invitation process should be followed. An email should be sent to the co-chairs of the WG on the expert's involvement at the next meeting (RSPO Secretariat to be cc'd in the email communication). Upon the agreement, the invited expert is to sign the code of conduct before the meeting commenced.</p> <p>Noting on the concern over the last-minute invitation for the first JAWG meeting, JT clarified that the WG members will be contacted earlier for the dates of next meeting. Agenda of the subsequent meetings will be shared two weeks prior to the meeting and the Minutes of Meeting (MoM) will be made available one month prior to the meeting.</p> <p>LKC requested a clarification on the composition of the WG members. He added that balancing the representation of the stakeholders is the key to ensure collective inputs can be gathered.</p> <p>JT made a brief summary of the confirmed WG members. There was a request from the Board of Governors to increase the representation of the NGOs in the WG. The involvement of the growers in the WG discussion is so crucial, hence the composition. The below shows the current composition of the WG:</p> <table border="1" data-bbox="87 1500 1157 2016"> <thead> <tr> <th>Category</th> <th>Division</th> <th>Name of WG member</th> <th>Total representation</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Growers</td> <td>Malaysia</td> <td>Alagendran Maniam - Sime Darby Plantation Yusrin Yusof - Benta Wawasan</td> <td>1</td> </tr> <tr> <td>Indonesia</td> <td>Sian Choo Lim – Bumitama Wahyu W Wigati – GAR/Sinarmas</td> <td>1</td> </tr> <tr> <td>ROW</td> <td>Sander – NBPOL Audrey – Olam Thanushka KH – Sunshineholdings</td> <td>1</td> </tr> <tr> <td colspan="2">Social NGO</td> <td>Marcus Colchester – FPP Michael Rice – Bothends</td> <td>2</td> </tr> <tr> <td colspan="2">Environmental NGO</td> <td>Balu Perumal – MNS John – Earth Innovation Institute David Glyn – WWFMY Max – WWFMY</td> <td>2</td> </tr> <tr> <td>Supply Chain</td> <td>Consumer Goods Manufacturer</td> <td>Rauf Prasodjo – Unilever Lee Kuan Chun – P&G</td> <td>1</td> </tr> </tbody> </table>	Category	Division	Name of WG member	Total representation	Growers	Malaysia	Alagendran Maniam - Sime Darby Plantation Yusrin Yusof - Benta Wawasan	1	Indonesia	Sian Choo Lim – Bumitama Wahyu W Wigati – GAR/Sinarmas	1	ROW	Sander – NBPOL Audrey – Olam Thanushka KH – Sunshineholdings	1	Social NGO		Marcus Colchester – FPP Michael Rice – Bothends	2	Environmental NGO		Balu Perumal – MNS John – Earth Innovation Institute David Glyn – WWFMY Max – WWFMY	2	Supply Chain	Consumer Goods Manufacturer	Rauf Prasodjo – Unilever Lee Kuan Chun – P&G	1	<ol style="list-style-type: none"> WG members to declare substantive and alternate members. Secretariat to assist the nomination of co-chairs via email. Secretariat to circulate the Chatham House Rules to the WG members. 	<ol style="list-style-type: none"> Done Done Circulated together with the 1st JAWG minutes of meeting.
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No	Description			Action points	Progress
	Bank/Investor	Vacant	1		
	Retailer	Jon Hixson – YUM’s Brand	1		
	Processor/Trader	Vacant	1		
Smallholders	Malaysia	Vacant	1		
	Indonesia	Pak Sutyana – FORTASBI	1		
	ROW	Vacant	1		
	TOTAL		14		
	<p>GD commented that the structure and total members did not tally with the number of members attending the first meeting.</p> <p>JW highlighted the importance of the representations from the pilot projects (Sabah, Seruyan and Ecuador). LKC agreed and added that the government from the pilot sites should be involved in the JAWG meeting and discussions.</p> <p>JT commented that since most of the WG members could not attend the meeting physically, the discussion and composition of the WG will be discussed more thoroughly at the second WG meeting. Selection of the substantive and alternate members, as well as the nomination and selection of co-chairs will be done offline. The RSPO Secretariat will coordinate the process. The WG agreed.</p> <p>GD commented on confidentiality issues. To ensure that smooth discussions among the WG members as well as the expectation of WG members to act as ambassadors and relay information to their network, the WG should adopt the Chatham House rule. The WG members agreed and requested the Chatham House rules to be circulated among the WG members. GD asked RSPO to confirm that adding the Chatham House rules to the ToR would be sufficient, and that there would be no need to also revise the Code of Conduct. JT confirmed that adding it to the ToR, which would be endorsed by the BoG, is enough.</p> <p>Terms of Reference (ToR)</p> <p>The were no objections on the ToR. The WG agreed to adopt the ToR, with the addition of the Chatham House rule.</p> <p>Chatham House Rule: <i>When a meeting, or part thereof, is held under the Chatham House Rule, participants are free to use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of any other participants, may be revealed.</i></p>				
4.0	<p>Diving into the JA</p> <p>GH informed the WG members that the main context of the JA is to tackle the identified sector wide problems. He explained the current system versus the ideal JA system. Through the JA system, the mechanism to certify group of smallholders is made available. The JA prepares a medium for engagement (incentives, support, penalties for bad behaviour) of the non-certified and disinterested groups. Apart from creating a platform for broader stakeholder engagement, the JA helps develop clear business case and enabling environment for responsible production and enable the jurisdiction to tackle sector wide structural challenges, with the government’s buy-in.</p> <p>GH then introduced the five functions of the JA to the WG members.</p>				

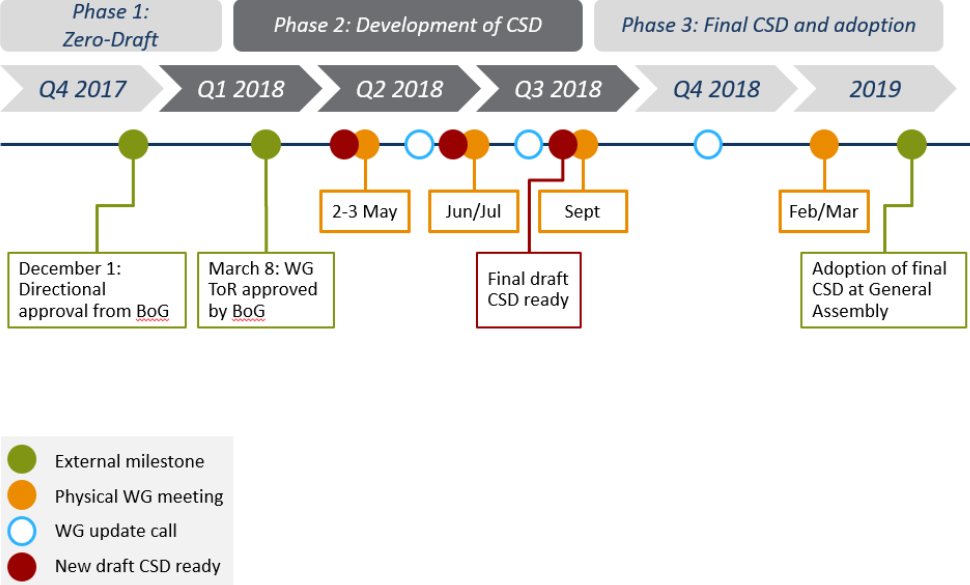
No	Description	Action points	Progress						
	<p>The Jurisdictional Approach is defined as a way to:</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="width: 45%;"> <p>Organize all palm oil producers and relevant stakeholders in a defined region</p>  <p>Organize</p> </div> <div style="width: 45%;"> <p>Ensure collective compliance of these producers with the local legal framework (mandatory) and RSPO P&C (voluntary)</p>  <p>Collective compliance</p> </div> </div> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="width: 45%;"> <p>Tackle structural issues which are beyond the capacities of producers to address, at a relevant scale and with broad stakeholder involvement</p>  <p>Tackle structural issues</p> </div> <div style="width: 45%;"> <p>Support compliance and improvement through a regional entity that has the incentives, scale, and resources to do so</p>  <p>Regional support</p> </div> </div> <div style="display: flex; justify-content: center; align-items: center;">  <p>Continuous improvement</p> </div> <p style="text-align: center;">Drive continued improvement of the performance of producers and the whole region</p> <p>GH further explained that the key to the success of the JA is not to change the content of the P&C, but structurally change the way it is implemented at a jurisdiction level. He then proceeded to introduce the three core elements of the JA to RSPO certification.</p> <p>Core elements of the Jurisdictional Approach to RSPO certification</p> <div style="display: flex; justify-content: space-around; align-items: center;">    </div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #f4a460;">Upward delegation</th> <th style="background-color: #800000; color: white;">New approach to auditing & improvement</th> <th style="background-color: #003366; color: white;">Business Case thinking</th> </tr> </thead> <tbody> <tr> <td style="background-color: #fff9c4;"> <ul style="list-style-type: none"> - Assign managerial and high-level P&C requirements to the level of the JE; - Unburden producers to focus primarily on best agricultural practices; - Upward delegation includes tasks such as the development of SOPs, complaints & grievances, Monitoring, Reporting, and Validation, and SEIA. </td> <td style="background-color: #ffe0e0;"> <ul style="list-style-type: none"> - Internal assessment of producers <u>and</u> processes; - Focus on finding and fixing root causes of non-conformities; - Upward delegation means only critical points need to be audited; - Allows identification of areas of improvement beyond current P&C (e.g. yield, performance). </td> <td style="background-color: #e0f0ff;"> <ul style="list-style-type: none"> - The JE will clarify & strengthen the business case for responsible production through incentivizing compliance; - The JE and producers benefit from improved performance, and thus together invest in improvement; - Lower burden for responsible production through focus on improvement and upward delegation, as well as scale benefit of JE. </td> </tr> </tbody> </table> <p>Upward delegation</p> <p>AM requested for a clarification on the auditing process of the JA. What are the roles of the CBs? GH explained that an entity called the Jurisdictional Entity (JE) will be formed. The JE is a multi-stakeholder entity which is responsible to support producers to reach the compliance. The JE is the owner of the certificate and the CBs will be auditing the entity and sampling all producers that form part of the certification; the analogy of the multi-site certificate was used to explain how. An internal audit process, which focuses on compliance <u>and</u> improvement will be introduced into the JA certification system document.</p> <p>LSC requested for a clarification on how the JE works. How does one JE communicate with the other JEs? She further commented that, since each region has different legal requirements, it is</p>	Upward delegation	New approach to auditing & improvement	Business Case thinking	<ul style="list-style-type: none"> - Assign managerial and high-level P&C requirements to the level of the JE; - Unburden producers to focus primarily on best agricultural practices; - Upward delegation includes tasks such as the development of SOPs, complaints & grievances, Monitoring, Reporting, and Validation, and SEIA. 	<ul style="list-style-type: none"> - Internal assessment of producers <u>and</u> processes; - Focus on finding and fixing root causes of non-conformities; - Upward delegation means only critical points need to be audited; - Allows identification of areas of improvement beyond current P&C (e.g. yield, performance). 	<ul style="list-style-type: none"> - The JE will clarify & strengthen the business case for responsible production through incentivizing compliance; - The JE and producers benefit from improved performance, and thus together invest in improvement; - Lower burden for responsible production through focus on improvement and upward delegation, as well as scale benefit of JE. 		
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	<p>very important for the JEs to identify regional priorities and the regional agenda. GH commented that the communication platform among JEs is still work in progress. However, in terms of communication, the RSPO will be responsible for the coordination, in the interest of shared learning and identification of best practices. The RSPO will also develop limited guidance on forming a JE, although the group recognized that formation will strongly depend on local reality, legal requirements, and stakeholder desires.</p> <p>LKC questioned the reality of certifying everyone in a jurisdiction – is this achievable? What would be the end point of the JC? Will partial certification of the industry be accepted? GH clarified that, an idea of a threshold, say 80%, may be introduced in the JC. With this threshold, if 80% of the producers are certified, the jurisdiction is eligible to become certified, and the certificate will only apply to the JE and the verified P&C compliant producers in the region. This way, non-compliant producers are still excluded from the certificate until they comply.</p> <p>On inclusivity, LKC questioned how this approach can be more inclusive (i.e.: lowering bar entry for SHs)? There is no definite answer on this at the moment. LSC suggested an idea to explore and identify the types of producers in the different regions in order to be more inclusive with the approach.</p> <p>New approach to auditing and improvement</p> <p>On the new approach to auditing and improvement, GD and JH both commented that the government’s involvement is crucial as it involves jurisdictional regulation. LKC suggested to explore the idea of marrying the internal and independent audit. This is to ensure that no additional cost is introduced and the audit can be less complicated. The WG agreed that the simplification of the Annual Surveillance Audit (ASA) can be considered.</p> <p>Further questions arose from the auditing mechanism – will additional cost and effort be introduced for auditing an already certified company in the jurisdiction? GH explained that a system of due diligence will be applied. Certified companies can skip the JE audit if they are able to show their P&C audit as a proof.</p> <p>JW requested for a clarification on the independent audit – at what level is the independent audit conducted (farm, mill, jurisdiction)? GH responded that sample audits will be done regarding the producers in the JE’s scope, similar to a group audit, before the JE is audited.</p> <p>Business case thinking</p> <p>GD suggested to change the wording to Sustainable Development instead of Business Case Thinking. NewForesight will consider; noting that this will work for governments and perhaps NGOs but not for the industry per se.</p> <p>GH introduced the ideal timeline for a jurisdiction to be certified – 9 years. The first three years involves formation of the JE and multi-stakeholder board; registration, mapping and legal compliance of all producers within the JE’s scope; and plans for continual improvement with a commitment to the 9-year timeline. In the next three years, the JE should obtain full RSPO membership and has made marked improvement, meeting its intermediate targets. Lastly, for the final three years, the JE realised and maintains P&C compliance of producers within its boundaries above a minimum threshold.</p> <p>AM questioned if this a fixed timeline as each region is very unique in terms of legal requirements, size etc. LKC agreed and questioned how the RSPO plan to recognize local standards that aim to achieve similar goal. LSC also commented that 9 – 10 years is a long time. This will not be appealing in the eyes of the farmers.</p>		



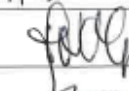


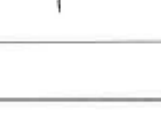

No	Description	Action points	Progress
	<p>GH responded that the 10-year approach is targeting more on the improvement of the performance rather than getting certified. With this idea in mind, farmers are benefiting from the start, during the 10-year period. As for the incentive to continue with the whole process, the RSPO will be exploring the mechanism, but this could consist of promotion of the lower risk profile of the region, direct investment into the region, and supporting the attraction of donor funds to the region. The involvement of internal auditors, through internal audit which focuses on improvement, is crucial as it will inform the RSPO what kind of incentives the RSPO should provide to the farmers.</p> <p>JW questioned if a mechanism to exclude non-compliant producers is worth exploring. GH responded that this is not doable as plantation cannot be relocated. Instead, a punishment mechanism can be explored; e.g. non-compliant producers could be excluded from the Jurisdictional Certificate, and thus the production/trade of CSPO.</p> <p>LSC requested a clarification on how the other WG can contribute to the discussion, for example the Smallholder Working Group (SHWG) as these group of producers are likely to be impacted the most. GH responded that the JAWG should focus on all type of producers, not just the smallholders. Other WGs will be given platform and opportunities to contribute when necessary.</p> <p>Further questions arise regarding clarification of the cost of setting up and running the JE. JG noted that this will need to be further clarified; partly through assessing the current pilots, but also by calculating the cost/benefit for all stakeholders involved in a JE. This could be an additional study that is worth-while. The WG agreed this would be beneficial.</p>		
5.0	<p>Current system vs JE</p> <p>GH explain how the JE system works. The proposal is to add a jurisdictional layer to the current RSPO system building on what has already been developed.</p>  <p>MC questioned the new system:</p> <ol style="list-style-type: none"> Who will verify the non-compliance of the non-members? What is the use of verification of an area with non-members and members? How can the complaints procedure work in the JE involving the non-RSPO members and members? What is the reinforcement for non-RSPO members? Logically, if it involves the whole jurisdiction, this should be legally binding. <p>GH responded:</p>		

No	Description	Action points	Progress
	<p>a) The verification will still be done through the internal and independent audit. Internal audit focuses additionally on performance improvement.</p> <p>b) JE will have their own complaints desk to address complaints. Complaints to producers that are part of the JE's Certificate will have to be dealt with in accordance to RSPO requirements. Complaints procedures regarding non-compliant members is something to be further developed.</p> <p>c) Threshold will likely be introduced. For example, a region is still considered to be certified if 80% of the producers are compliant. The only potential drawback to this is the outside perception of RSPO P&C being diluted. However, the WG needs to stress that only compliant producers are part of the certificate and are allowed to produce/claim CSPO. The implications that this gives to how far the JE should be involved in supply chain certification will need to be further clarified.</p> <p>Benefits of the JA</p> <p>GH explained to the group the benefits of the JA</p> <p>a) The JA will drive further inclusion of palm oil producers in three ways: (i) drive producer inclusion by decreasing financial and administration burden for compliance, both legal and the RSPO P&Cs; (ii) both producers and JE benefit from larger volumes of CSPO produced within the JE boundary; and (iii) improved assurance of responsible production of the JE will lead to de-risking of the entire region, hence improving market access and demand for palm oil from all producers in the JE.</p> <p>b) The JA will enable broad stakeholder action to tackle structural sustainability issues. Through upward delegation, the JE takes the responsibility and administrative burden of addressing issues beyond the control of a single producer (e.g.: HCV). The multi-stakeholder nature of the JE makes it an impartial yet competent platform for collective action, driving collaborative identification of priorities and improvement goals.</p> <p>The main success of the JA will depend on three key success factors:</p> <p>a) Clear commitment from the international buyers on the preference for palm oil from sustainable regions</p> <p>b) Support from local and national governments as key enablers to sustainability</p> <p>c) Transparent governance that represents all relevant stakeholders</p> <p>MC requested a clarification – at which stage Sabah is now with the concept? GH clarified that once the draft of the certification system document is available, the document will be checked against Sabah progress.</p>		
6.0	<p>Main discussion topics in workstreams and Next steps</p> <p>GH introduced to the WG the main discussion topics in workstreams. There are three proposed workstreams and they are to be addressed in the coming months.</p>	<p>1. NewForesight to include the proposed workstreams in a new workplan and present it at the next meeting.</p> <p>2. Secretariat to invite government</p>	<p>1. To be presented at the second meeting.</p>

No	Description	Action points	Progress
	<p>Main discussion topics in workstreams</p> <div data-bbox="108 286 1091 427">  <p>1. Setting up the JA, including:</p> <ul style="list-style-type: none"> a) Principles for setting the scope of the JE b) Multi-stakeholder representation and decision making c) Types of legal entities to be adopted by the JE </div> <div data-bbox="108 450 1091 591">  <p>2. Running the JA, including:</p> <ul style="list-style-type: none"> a) JE Membership categories and requirements b) Jurisdictional Certification requirements c) CSPO claims and trade </div> <div data-bbox="108 613 1091 754">  <p>3. Value proposition, business case, and continuous improvement, including:</p> <ul style="list-style-type: none"> a) Producer-level business case and continuous improvement of performance b) Region-level business case and economic landscape analysis c) Communication, stakeholder outreach, and pilot alignment </div> <p>GH requested the WG to brainstorm on the additional discussions to be added into the workstream.</p> <p>Workstream 1: Setting up the JA</p> <ul style="list-style-type: none"> a) A set of checks of how JE is understood and accepted in the sector and the willingness of the producers to participate in the approach b) Explore government effective commitment and policy for the JA and what the RSPO can do to keep commitments. c) Mechanism to punish non-compliant local government (the JE) including identifying the implication on individual certified units and the effect of JE losing the certificate d) Determination of the upfront cost for the JA. How far can the RSPO be involved in the upfront cost? e) The formal role of the government in the WG to push the framework forward, possibility involving the local government from the pilot sites in the discussions f) Commissioning studies to learn from other pilots, both RSPO and non-RSPO JA pilot for lessons learned. <p>Workstream 2: Running the JA</p> <ul style="list-style-type: none"> a) Early checks on the ground on the compliance to NPP to ensure things are on track for the JA preparation. The JA should also look at how NPP is going to be made applicable to smallholders b) The identification of categories of producers (based on size and legal compliance) and potential benefits for being part of the JE should be explored c) Linking the approach with other land use or other commodities d) Addressing labour issues and how the JA can tackle this problem at the jurisdictional level e) Traceability and supply chain discussion – at what stage the WG will discuss this? <p>Workstream 3: Value proposition, business case, and continuous improvement</p> <ul style="list-style-type: none"> a) Looking into different political legal context starting with the existing pilot sites b) GAP analysis on the RSPO requirement and the government regulations (ISPO, MSPO etc) c) Targeting the increase of CSPO volume where demand is lagging d) Consideration to look at how supply chain is affected by the approach e) Study the type of claims that are permissible in the early phases to compliance f) Sourcing certified large volume from one region 	<p>officials from the pilot sites at the next meeting to observe the meeting.</p>	

No	Description	Action points	Progress
	<p>GH mentions that it might make sense to develop an additional workstream that focuses specifically on the regional level issues such as spatial planning, regional level ecological issues, land use, etc. The WG agreed. Before the next WG meeting, NewForesight will propose the revised workstreams in a new workplan.</p> <p>Next steps</p> <p>The WG has collectively agreed on the timeline. The next step is to develop a workplan based on the current and additional workphase identified by the WG. The next meeting will be organised in the week of 16th or 23rd July 2018. The RSPO Secretariat will assist with the meeting coordination. There will be an update call before each planned meeting. GH mentioned that a webinar will be organised before the call to introduce JA to WG representatives that were unable to join the physical meeting.</p>  <p>The WG agreed that representatives from the pilot sites and governments should be present at the next meeting as an observer.</p>		
7.0	<p>AOB</p> <p>MC reminded the WG that there are several burning issues that will surface in future discussions in the WG:</p> <ol style="list-style-type: none"> What is the legality behind the Jurisdictional Entity? Government sovereignty vs RSPO autonomy Voluntary vs mandatory requirement – how will the RSPO work around this? <p>MC proposed the WG to start discussing this at the next meeting. The WG agreed.</p> <p>The Secretariat will be sending a doodle poll to the WG to confirm the date of the next meeting. The WG is looking at the week of the 16th of July or the week of 23rd of July for the second JAWG meeting.</p> <p>Since the co-chairs were not selected, JT has recommended to the WG that NewForesight will be reporting the progress of the JAWG to the P&C Review Task Force in May 2018.</p> <p>Closing remarks</p> <p>There being no other matters, JT thanked everyone for the participation and perseverance.</p>	1. Secretariat to send a doodle poll for the next JAWG meeting.	

1st Meeting of RSPO JAWG
2nd – 3rd May 2018
Capri by Fraser, Kuala Lumpur

#	Name	Organisation	Signature 2 nd May	Signature 3 rd May
1	Atagendran Maniam	Sime Darby Plantations Bhd.		
2	Glyn Davies	WWF-Malaysia		
3	Wahyu Wrgati	Golden Agri Resources		
4	Juan WATTS	Earth Innovation		
5	Joost Gorter	New Foresight		
6	Guus ter Haar	"		
7	Tiir Rumondang	RSPO		
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