

MINUTES OF MEETING (DRAFT)

28th SSC Meeting

Time: 1500 - 1730 (MYT)

Date: Thursday, 30th June 2022

Venue: Zoom Meeting <https://zoom.us/j/98946184118> Meeting ID: 989 4618 4118 Passcode: 76?Ai7

ATTENDEES

Name	Initial	Organisation	
1. Lim Sian Choo (Co-Chair)	LSC	Bumitama Group	Grower (INA) - Substantive
2. Librian Angraeni	LA	Musim Mas	P & T - Alternate
3. Ian Orrell	IO	NBPOL	Grower (Smallholder) - Substantive
4. Brian Lariche	BL	Humana	SNGO – Substantive
5. Jenny Walther-Thoss	JWT	WWF Singapore	ENGO- Substantive
1. Julia Majail	JM	RSPO Secretariat	
2. Aryo Gustomo	AG	RSPO Secretariat	
3. Prabhkirat Kaur	PK	RSPO Secretariat	
4. Muhammad Shazaley bin Abdullah	SA	RSPO Secretariat	
5. Lilian Garcia Lledo	LGL	RSPO Secretariat	
Absence with apology:			
1. Anne Rosenbarger	AR	WRI	ENGO- Substantive
2. Rudy Prasetya	RP	TAP	Grower (INA) – Alternate
3. William Siow	WS	MPOA/IOI	Grower (MY) - Substantive
4. Olivier Tichit (Co-Chair)	OT	Musim Mas	P & T – Substantive
5. Mohammed Dao	MD	OLAM Group	Grower (RoW) – Alternate
6. Sander van den Ende	SvE	SIPEF	Grower (RoW) - Substantive

AGENDA

Time	Item	Agenda	PIC
1500 - 1505	1.0	Opening	Co-Chairs
	1.1	Acceptance of agenda	
	1.2	RSPO Antitrust Law	
	1.3	RSPO consensus-based decision making	
1505 - 1515	2.0	Confirmation of the 26th MoM on 28th Apr 2022	Co-Chairs
	2.1	Matters arising from the previous meetings	
	2.2	Action Tracker	
	2.3	Progress Update WG/TF/SG under SSC	
1515 - 1600	3.0	For Approval	AG/PK/SA KSL LGL
	3.1	Market Communications & Claims	
	3.2	Draft protocol for disclosure and recertification	
	3.3	Resolution GA18-2b Shared Responsibility	
1600 - 1650	4.0	For Update	

	4.1	Standard Review Updates	JM
	4.2	BoG Meeting Updates	JM
1650 - 1700	5.0	Any Other Business	
1700		END	

DISCUSSION:

No.	Description	Action Points (PIC)
1.0	Opening	
1.1	The Chairs welcomed everyone to the meeting and presented the agenda of the meeting.	
1.2	The RSPO Antitrust Law, consensus-based decision making, and Declaration of Conflict of Interest were read out to the Committee.	
2.0	Confirmation of the 26th MOM SSC on 28th Apr 2022	
2.1	<u>Confirmation of Minutes of Meeting</u> The minutes of the meeting were accepted/endorsed.	
2.2	<u>Matters arising from the previous meetings</u> Progress from the last meeting was presented and no comments were received from the SSC.	
2.3	<u>Progress Update WG/TF/SG under SSC</u> The progress update for the WG/TF/SG Committee was presented and no comments were received from the SSC.	
3.0	For Approval	
3.1	<u>Market Communications & Claims</u> The Secretariat presented the Summary Report of the Revision of the Rules on Market Communications & Claims 2019. Secretariat highlighted the significant changes made to the document: <ul style="list-style-type: none"> Remote audit procedure has been updated and explained in more detailed manner about the process in the document. The document is now divided into two communication areas: General Corporate Communications and Product Specific Communications. In terms of repackaging claims, organisations that are unable to use the RSPO Label on product packaging due to space constraints may opt to make RSPO claims without having to use the RSPO Label. 	

	<p>However, their RSPO Trademark licence number has to be stated on the product packaging.</p> <ul style="list-style-type: none"> ● RSPO Trademark will be removed from IP & SG Label Package to avoid confusion and misleading information to the consumer. ● Parent company will apply for the licence to ease the administrative work, aligned with the Group Membership Requirements. ● The General Corporate Communications (GCC) is now further enhanced. RSPO certified members are allowed to make GCC claims about their RSPO certification status and product-related claims in their corporate communication tool. ● Standardization of terms is also streamlined throughout the document. <p>Committee highlighted that the words in the recommendation part of the decision paper were not clear. The recommended changes to be made in the document are too short and it does not give clarity, specifically for Part I, II and IV.</p> <p>Committee suggested improving on the language to better reflect on the changes made, rephrase them to express the intent clearer and can add more description to support the points.</p> <p>Decision: The Secretariat will improve on the language (under the recommendation part) in the Decision Paper and resubmit it via email to all the SSC members for approval.</p> <p>3.2 <u>Draft protocol for disclosure and recertification</u> The Secretariat presented the amended recommendations for the draft protocol for disclosure and recertification that was discussed with the SSC members on 3rd June.</p> <p>Committee highlighted that the words in recommendation under (iv) part B option 2 is contradicting, particularly the 2nd part of the paragraph.</p> <p>“This decision, made by the SSC, respects the goodwill of the growers who have made attempts to comply with prevailing requirements of past disclosure submissions. If the non-compliant land clearance is reported to the RSPO by anyone other than RSPO members (e.g. a complaint is made to the Complaints Panel or it is brought to light by a CB), then the compensation is part of a complaint, and therefore, it is the responsibility of the Complaints</p>	<p>Improve the language of the Decision Paper Action by: Secretariat</p>
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<p>3.3</p>	<p>Panel to review and provide corrective actions.”</p> <p>Decision: Secretariat to revise the recommendation (iv) part B for Option 1 and 2 and make the amendments accordingly. The Secretariat will discuss internally and will call for further discussion with the SSC members, if necessary. Secretariat will seek approval from the SSC members via email.</p> <p>Resolution GA18-2b Shared Responsibility The Secretariat presented a decision paper for the proposal for implementation of Resolution GA18-2b to amend RSPO Codes of Conduct – Clause 3.2. The purpose of the document is to review and endorse the proposal made by the Shared Responsibility Working Group (SRWG) and agreed upon by the signatories of the Resolution on the revised clause 3.2. of the RSPO Code of Conduct for Members 2017 and the RSPO Code of Conduct for Supply Chain Associates 2017.</p> <p>The proposed clause is: <i>“In being committed towards the production, procurement and use of Sustainable Palm Oil, members to whom the P&C do not apply directly shall adopt and implement environmental and social standards no lower than those set out in the P&C.”</i></p> <p><i>Footnote:</i> ¹ <i>Production, procurement and use of Sustainable Palm Oil involves all members of RSPO whether directly or indirectly involved in the production, procurement and use of Sustainable Palm Oil.</i> ² <i>Environmental and social standards shall focus on all the environmental and social issues identified in the P&C (refer to the latest RSPO P&C: https://rspo.org/resources/certification/rspo-principles-criteria-certification)</i></p> <p>Committee highlighted that in the 2nd footnote, it is difficult to demonstrate compliance to the P&C environmental and social standards.</p> <p>The issue has been discussed internally by the Secretariat. The word 'focus' is aligned with the intention of the original 3.2. clause, which mentions that: Members/Associates to whom the P&C do not apply directly will implement parallel standards relevant to their own organisation, which cannot be lower than those set out in the P&C'. Therefore, the proposal of changing 'focus' to 'consider' is not respecting the original intention of the clause.</p>	<p>Revise on the draft protocol to give more clarity Action by: Secretariat</p> <p>Seek approval from SSC</p>
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	<p>Decision: The Secretariat will seek approval from SSC members via email due to lack of quorum at the meeting. A follow up discussion will be needed to define how to demonstrate compliance.</p>	<p>members via email Action by: Secretariat</p>
4.0	For Updates	
4.1	<p><u>P&C Review</u></p> <ul style="list-style-type: none"> • Secretariat presented the indicative revised timeline and the first Task Force meeting will take place on 7-8 July. • The Facilitation Team appointed for the P&C Review is the Ingenious Peoples Knowledge (IPK) based in Cape Town South Africa. The Secretariat is satisfied with the background of the company and the same has been updated to the members of the Board of Governors (BoG). • For the status of the Standard Review Taskforce Members, there are complete members for the substantive and 3 vacancies for alternate. The Secretariat has just received an alternate member from Standard Chartered. There are still no representatives from retailers and SNGO. The Secretariat will reach out to Hukatan and Humana. LSC updated that they have reached out to Hukatan for the Task Force members for the P&C Review. Secretariat will share with Hukatan on the time commitment required as Task Force members as well as share with BL information on how to become a member of RSPO and the time commitment required. • The Expressions of Interest to join the Technical Committee (TC) is still open and the Secretariat has received 44 members to date. There are no representative members from CGM, retailer and financial institution. The Secretariat would like to seek support from SSC members to reach out to their network. • Secretariat Coordination Team & Support Team have had meetings starting from February and most of the discussion with IPK started in June. The 1st Steering Group meeting took place on 14 June and 1st Task Force meeting will be done virtually on 7-8 July. • The physical meeting for the Task Force has not been decided yet but is tentatively scheduled in August. 	<p>Secretariat to share with Hukatan and BL time commitment required to be a Task Force member Action by: Secretariat</p>
4.2	<p><u>BoG Meeting</u> Secretariat presented updates from the Board of Governors (BoG) Meeting that took place on 20 June 2022.</p> <ul style="list-style-type: none"> • There were some changes to the Alternate Board Members: a new 	

	<p>MPOA alternate Dr. Surina Ismail and a new Ferrero alternate Mr. Mario Abreu.</p> <ul style="list-style-type: none"> ● All the papers submitted to the BoG were accepted: <ul style="list-style-type: none"> - Budget for FY2023 - Termination of Dispute Settlement Facility (DSF) Trust Fund and Dissolution of Trust Fund Committee - Implementation of GA Resolution 6d (Discouraging RSPO Members Subject to Complaints from Avoiding their Obligations by Divestment or Withdrawing Their Membership) - RSPO Smallholder Support Fund (RSSF) Governance Policy to align with the RSPO Smallholder Strategy ● The Roundtable Conference on Sustainable Palm Oil 2022 is confirmed on 29 November – 1 December 2022. 	
5.0	Any Other Business	
	Next SSC meeting will be on 28 July 2022.	

MEETING ENDED AT 1655 MYT