

MINUTES OF MEETING OF RSPO
34th RSPO BHCVWG MEETING

Date: 4th and 5th April 2017

Start Time: 8:30 am

Venue: Capri by Fraser Kuala Lumpur

Attendance:

<p><u>Members and Alternates</u></p> <ol style="list-style-type: none"> 1. Anne Rosenbarger (WRI) 2. Azmariah Muhamed (FGV) 3. Benjamin Loh (WWFMY) 4. Cahyo Nugraho (FFI) 5. Ginny Ng (WILMAR) 6. Izabella Delabre (ZSL) 7. Jennifer Lucey (SEARRP) 8. John Payne (BORA) 9. Joss Lyons-White (HCVRN) 10. Laila Wilfred (OLAM)* 11. Lee Swee Yin (SIME) 12. Patrick Anderson (FPP) 13. Olivier Tichit (SIPEF) 14. Michal Zrust (Daemeter) 15. Michelle Desilets (Orangutan Land Trust) 16. Norazam Abd Hameed (FGV) 17. Richard Kan (GAR) 18. Sutji R. Shinto (Remark Asia) 19. Tang Men Kon (Sime Darby) <p><u>Absent with Apologies</u></p> <ol style="list-style-type: none"> 20. Gan Lian Tiong (Musim Mas) 21. Glen Reynolds (SEARRP) 22. Harjinder Kler (Hutan) 23. Henry Barlow (Independent) 24. Lanash Thanda (SEPA) 25. Marcus Colchester (FFP) 26. Michael Brady (IFC) 	<p><u>RSPO Secretariat</u></p> <ol style="list-style-type: none"> 1. Dillon Sarim 2. Javin Tan 3. Francisco Naranjo 4. William Siow 5. Yasmina Neudstald <p><u>Invited Speaker</u></p> <ol style="list-style-type: none"> 1. Surin Suksuwan (Proforest)
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Table of Contents

1.0 Welcoming remarks/opening meeting & introduction of new members.....	3
2.0 Update on LUCA and Compensation	4
3.0 Endorsement of the simplified HCV guidance for Independent Smallholders (7.3)	13
4.0 HCVRN Updates	13
5.0 HCV management and monitoring guidance	15
6.0 HCS checklist.....	16
7.0 Indonesian HCV toolkit.....	16
8.0 PONGO Alliance presentation	17
9.0 Malaysia HCV toolkit	18
10.0 Social liability	18
11.0 P&C Review.....	20
13.0 ISH RaCP Task Force.....	21
14.0 AOB and closing meeting.....	21

	<p>audit; ii) annual surveillance audit; and iii) re-certification would be discussed later under minutes item 2.0.</p> <p>Richard Kan highlighted the potential need to updates members of the WG on issue relating to CB being suspended by ASI due to HCV assessment done in accordance to P&C 2007; and what is the implication and guidance to affected growers. This can be done through AOB.</p> <p>Tang Men Kon requested his name to be added in the attendance list as he was present at the 33rd BHCVWG meeting.</p> <p>Michal Zrust requested to add a section on the status of the action points and an easier capturing of action plan RSPO Secretariat will improve the formatting of the minutes, with action plan and progress updates. The WG members agreed.</p> <p>John requested the Secretariat to write the commenters' full names instead of abbreviating them. The WG agreed and endorses the 33rd BHCVWG meeting minutes.</p>	<p>RSPO Secretariat will finalised the 33rd BHCVWG meeting minutes and improve the minutes formatting for this meeting.</p>	
<p>2.0</p>	<p>2.0 Update on LUCA and Compensation</p> <p>Dillon Sarim apologised for not being able to produce a huge update on the RaCP as requested at the 33rd BHCVWG meeting. Although most of the LUCAs have been reviewed, only few came back with a PASS result. Therefore, the Secretariat could not produce the update as requested.</p> <p>Dillon Sarim informed the WG that there are still seven members whom have not completed their LUCA due to various reasons, and are in different level of processes. Richard Kan seek clarification from the WG on what should be the action against these companies.</p> <p>Michal Zrust raised his concerned with the inconsistent decision from the compensation panels and the WG on the delivery of the LUCA. For example, one out of the seven non-submitters is given a deadline to complete the LUCA submission by Nov 2017. However, the rest of the companies are given extremely tight deadline. Tang Meng Kong on this, explain that, as long as the unit is not certified, the WG should be giving the flexibility of the companies to complete the LUCA submission. It is not going to interfere with the CSPO trading.</p> <p>Ginny Ng further seek clarification if there is member who is not in the process of LUCA (i.e. no submission or communication at all), of which could be the concern of the WG. Dillon Sarim further clarified that none member falls in the complete 'inactive' status, is just the matter of level of 'action', which certain members could be slightly less engaged.</p>		

<p>Michelle Desilets suggested that there should be a guideline developed by the WG on how the compensation panel should decide on the timeline for LUCA submission for the non-submitters to ensure consistency in decision making. Richard Kan agreed, but the WG must also consider the potential of internal process that could affect the delivery. Michal Zrust suggested that a timeline with progressive action towards completion of LUCA should be submitted for monitoring by Compensation Panel. Michelle Desilets suggested that the company should be made aware of the consequences for not adhering to the set timeline, e.g.: suspension of the membership. Ginny Ng clarified that the Nov-2017 timeline is only applicable for the specific member. This is not a standard timeline applicable to all.</p> <p>Not all seven members, whom yet completed LUCA, is assigned with a compensation panel. Based on one-member scenario (requested to submit timeline), all other six members are to be applied with same request for submission of timeline for LUCA.</p> <p>The WG agreed to give 60 days (from the day when the letter is issued to the companies) to these seven companies to submit the LUCA submission timeline to RSPO Secretariat or the risk of membership suspension. If the companies are not adhering to their own timeline, the compensation panel will have to decide on what to do with the companies. Hence, compensation panel is to be assigned to members of the seven above, whom has yet assigned with one.</p> <p>On a separate but related matter, for existing certified units with active compensation cases, GN suggested to the group that the unit must complete the LUCA submission in order to continue being certified. This suggestion is also taking into account the fact that the units are certified before the RaCP was in place. The WG agreed.</p> <p>As of the day of the meeting, there are a total of 8 LUCA reviewers, and 4 newly trained LUCA reviewers (yet contracted). Ginny Ng seek clarification on the regional representative of these reviewers. Out of all 14 reviewers, there is only ONE (and potentially another one reviewer who is newly trained) to cover the Latin America region. The rest of the reviewers are mainly on the South East Asian region.</p> <p>Ginny Ng stressed the importance the ToR of LUCA reviewer to recruit more reviewers, specifically from the African region. Jennifer Lucey seek clarification if local expertise or knowledge is required for LUCA reviewer, as to analyse the GIS data. Ginny Ng and Dillon Sarim clarified the local knowledge and expertise are required from the LUCA reviewers for the determination of land/ vegetation cover, as well as determining the coefficient level based on description within the RaCP Procedure.</p> <p>Richard Kan highlighted the needs to tackle the root course, if the delay is due to lack of reviewers? Dillon Sarim explained that the</p>	<p>RSPO Secretariat to issue letter on WG’s decision to the respective ‘seven’ members for action; and assigned compensation panel for monitoring of progress based on timeline submitted.</p>	
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	<p>delay is not primarily due to the lack of reviewers, but it is due to the clarification period, whereby the reviewers will be swamped by clarifications for the reviewed LUCAs.</p> <p>Javin Tan suggested that RSPO Secretariat could make announcement calling for more reviewers through RSPO Website and to seek assistance from RSPO Latin American Consultative Group to promote for the recruitment of the reviewers from the region through RSPO Secretariat of LaTAM, Yasmina Neudstald and Francisco Naranjo.</p> <p>LUCA review challenges:</p> <ol style="list-style-type: none"> 1. Reviewers are not full time and hence time allocated to conduct LUCA is limited. 2. Standardised LUCA review methodology is not available 3. LUCA guidance is not available/endorsed 4. Reporting of LUCA by the reviewers is not standardised <ul style="list-style-type: none"> • The review report template to be shared with the WG members for comments. 5. Reviewers do not fully understand the LUCA guidance or the RaCP requirement 6. LUCA reviewers are also working on the LUCA for ISH <p>Richard Kan raised that allocation of LUCA submission based on reviewer’s capacity should also be looked at, as well as considering the resources or capacity of reviewer to avoid delay from the reviewer in delivering the results. Richard Kan further stressed the needs to re-look at if the number of LUCA Reviewers is sufficient in catering all submissions.</p> <p>With the endorsed and finalised LUCA guidance document, it would serve as guidance to LUCA reviewer on i) the standardised review methodologies; and ii) the review process. The LUCA reporting is finalised and endorsed.</p> <p>There should be a specific mentioned in the LUCA reviewer TOR/contract on the number of days required for the delivery of the LUCA review report, as suggested by Anne Rosenbarger. RSPO Secretariat is tasked to check performance of reviewers (based on contract if deliverables are within agreed timelines). However, recruitment of LUCA reviews should still continue, especially on representative from other producing regions.</p> <p>Jennifer Lucey raised the concerns on how to address the lack of high resolution satellite imagery for LUCA of independent smallholders. Anne Rosenbarger further highlights the gap of current process for independent smallholders and the key question of how exact do we (the WG) wants from the smallholders. Ginny Ng highlighted that this is to be dealt with by the RaCP Independent Smallholders Taskforce to be established with representative from SHWG and this WG. Detail was discussed later of the day.</p>	<p>RSPO Secretariat to made announcement and work with LaTAM Consultative Group for LUCA reviewers from respective regions.</p> <p>RSPO Secretariat is to conduct a quick check on the allocation of LUCA reviews to existing reviewers and if more reviewers are required based on number of submissions received.</p> <p>RSPO Secretariat to check on the performance of reviewers based on contract signed.</p>	
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	<p>2. Anne Rosenbarger (John’s substitute) 3. Norazam Abdul Hameed 4. Richard Kan 5. Audrey Lee 6. Olivier Tichit (alternate to Ian Rowell from the SHWG) 7. Paulina Villalpando</p> <p>Compensation Plan Evaluator The WG recognised the need to strengthen the ‘call’ for compensation plan evaluators. Javin Tan asked the WG if there has been any thought on the mechanism of engaging compensation plan evaluator and the mandate and skills needs? This include the selection process of evaluators from all CV submissions.</p> <p>Ginny Ng responded that the mechanism is in developing stage. If there is a need for a team of evaluator for a single compensation plan, broadly at least a team of 2, with environmental and social skillsets based on the remediation and compensation needs. Michelle further highlighted the need to consider regional differences. Anne raised that there is also a need to consider skillsets such as budgeting, project implementation, management and monitoring.</p> <p>On socialising this, Oliver mentioned that the tender should be visible on the BHCVWG page itself. It must be easy to find so candidates can apply to it. Michelle suggested and volunteered to advertise the TOR on LinkedIn.</p> <p>Ginny Ng volunteered the secretariat to do the first cut on the selection of candidate into the pool of evaluators. Javin disagreed due to inadequate capacity. John Payne understands the concern and suggested that, members of WG responsible for the selection through online shared platform like google drive by voting. The key information needed from the submission would be: 1) key expertise and 2) the region covering.</p> <p>Michal Zrust requested to be excluded from the voting list due to conflict of interests. The WG agreed that any future members of the WG, serving as (if any) conservation project proponents, should be excluded from the selection process. This include consultant, such as Remark Asia and SEARPP.</p> <p>Jennifer recommended that appointment of evaluator by Compensation Panel is to be based on the skillsets need. Anne further added that it would be good for the Secretariat to have the pool of experts be listed in accordance to their skillset to ease the selection by Compensation Panel.</p> <p>SOP for handling compensation cases William Siow presented the SOP for handling compensation cases to the WG. Overall there are no big issues with the proposed SOP, however, Ginny questioned the involvement of the co-chairs if the</p>	<p>RSPO Secretariat to create a drop box and google sheet for the evaluator selection voting by members.</p> <p>Members of WG to start casting vote based on CVs submitted.</p> <p>RSPO Secretariat to improve the announcement on calling for Compensation Plan Evaluators and having it shared with WG</p>	<p>Done</p> <p>Done</p>
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	<p>co-chairs have conflict of interest with the companies in question. Richard Kan suggested to involve the past co-chairs for such situation. In addition to that, Ginny stressed that the final decision on the involvement of the co-chairs will be done by the compensation panel. The WG agreed.</p> <p>Richard Kan commented on the possibility of having an appeal mechanism within the RaCP. Olivier Tichit responded that an appeal mechanism, although interesting, should not be encouraged. In cases where there is an appeal, the co-chairs will have to decide whether it is a valid appeal. The co-chairs should also be empowered to move the case to another compensation panel. There were mix-feeling on the need for ‘appeal mechanism’, when at the moment the Compensation Panel is mainly focus on concept note.</p> <p>Tang Men Kon raised that concept note is the key and critical step to the company. There should be valid reasons from the Compensation Panel of rejecting a concept note submission and a room for negotiation with involvement (some roles) of various division of RSPO Secretariat (i.e. impact and technical division). Putting the burden of such solely into the cochairs maybe unnecessary and perhaps there isn’t a need for a formal ‘appeal mechanism’.</p> <p>Michal Zrust highlighted that perhaps there should be a clear procedure/process/channel for company to raise complaint and dissatisfactory and hence escalated to the WG. Olivier Tichit stressed that company should be given the platform and channel to raise their dissatisfaction (or even to present it to the WG), however the rules of the games should not be changed. Any recommendations for the changes of the Procedure should be fall within and over the revision of the Procedure.</p> <p>Anne raised her concern on the lack of clarity among the compensation panel on the authority on making decision. This leads to discomfort in making decision and hence escalating to the cochairs and the WG. This includes Compensation Panel setting precedent upon approval of a concept note.</p> <p>Ginny further clarified that at this stage, looking at the number of the concept notes received, almost all compensation case will create precedent.</p> <p>Jennifer suggested the secretariat to record and document all the decision made by each of the compensation panel. This should be done for both the endorsed and rejected concept notes. Olivier Tichit further raised that the needs to ensure information flows among all panels on concept notes endorsed and rejected, in trying to maintain the consistency.</p> <p>There were also requests from the WG (which was agreed) that the secretariat will work with the respective compensation panel to</p>	<p>for further socialising and promotion.</p> <p>Discussion on ‘appeal mechanism’ to be further discussed in next meeting</p>	
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	<p>draw summaries from the approved concept notes and shared among all with the name of company made anonymous. The key information should be the summary of the concept note and the detail of decision made by the Panel.</p> <p>Resolution 6d William reported the current progress of resolution 6d to the WG. The idea is to have the non-compliant land clearance and final conservation liability figures reported through the concept of regional-based and/or by countries (Malaysia and/or Indonesia).</p> <p>While an annual reporting of summary of the compensation plan would be through RSPO Impact report. The endorsed conservation plan would also be featured within the RSPO Website on the same page.</p> <p>Michal Zrust and Anne seek clarification on what information would be made available on the Website. Ginny clarified that there is a need to further discussed and agreed on what information and data to be made available.</p> <p>Concept note workshop The Secretariat is proposing to organise a concept note writing workshop on the 25th and 26th of April 2017. The objective of this workshop is to improve the understanding on the four compensation project criteria among growers and project proponents; and the concept note writing.</p> <p>The idea is also to bring project proponents to the workshop for introducing the available projects that are acknowledged by the WG. For other conservation projects, Olivier Tichit suggested that the projects to be presented first to the WG for acknowledgement.</p> <p>Yasmina informed that there were a few conservation projects presented to LaTAM RSPO Secretariat and is seeking clarity on the channel to get those projects endorsed that could serves for compensation. Ginny clarified that company with liability is responsible to submit the concept note in collaboration with the conservation project proponent and submit it to the compensation panel.</p> <p>Olivier Tichit further clarified that the conservation project proponent could also present it to the WG to get it endorsed and hence increase the chance of the concept note being approved by Compensation Panel. The project proponents need to highlight to the WG how the project fulfils the four compensation project criteria.</p> <p>Olivier Tichit raised the need to consider and re-think about the rational of individual submission of compensation plan by companies investing into a single conservation project, managed by third party. Ginny further stressed that the specific element of</p>	<p>Compensation Panel to prepare a summary of decision made on concept notes reviewed.</p> <p>The WG will discuss the detail on what data and information to be made public in next BHCVWG meeting.</p> <p>RSPO Secretariat to starts all logistic arrangement for the workshop.</p>	<p>Workshop conducted on May 22 & 23, 2017 in Jakarta.</p>
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	<p>accountability of individual company towards the project management.</p> <p>Jennifer also highlighted the needs and critical part of additionality, ensuring the companies are not contributing to the same activities or efforts.</p> <p>Ginny suggested the WG to allocate have a half day meeting at the next meeting to discuss any potential compensation projects. Members to reach out to all stakeholders calling for conservation project proponents to present their project to the WG with description on how the project fulfilled the four criteria.</p> <p>The WG urges the Secretariat to invite all RSPO members with liability to the workshop. Javin proposed to shift the date of the workshop due to tight schedule. The WG agreed to have the workshop on the 22nd and 23rd of May 2017.</p> <p>Budget proposal William presented the budget proposal for FY2017 to the WG. Proposal budget discussed and agreed by WG are:</p> <ol style="list-style-type: none"> 1. Coordination and operation of BHCVWG: RM 50,000 2. CB checklist for the riparian management guideline & training: RM 50,000 3. LUCA review: RM 500,000 4. Compensation plan evaluation training: RM 100,000 5. HCV ALS support: RM 320,000 6. Malaysia HCV toolkit development: RM40,000 7. Phase two of M&M: RM 250,000 8. Social liability work: RM 480,000 9. ISH RaCP Task Force: RM 50,000 <p>Javin requested the WG members (particularly Joss and Patrick) to send the budget proposal for FY2017 work. The RSPO technical team will be having an internal meeting to discuss on FY2017 budget in mid-April and would appreciate if the proposal be sent ASAP.</p> <p>Riparian management guideline Jennifer commented that the drafted simplified guideline is not satisfactory – there are some incorrect information in the guideline and there are still comments from the scientist which were not taken into account.</p> <p>The key Riparian Management Guideline Jennifer volunteered to take lead revising the simplified riparian management guideline with Sarah Luke, the author of the main document, by May 2017.</p> <p>The WG has endorsed the main document, Riparian Management Guideline. There is still a need to simplified the Riparian Management Guideline, led by Jennifer, and be finalised and sign-off by WG.</p>	<p>Patrick and Joss to send indicative budget required to RSPO Secretariat to be included into the proposal over internal budgeting meeting.</p> <p>Jennifer to send a revised simplified guideline to all members for comments and RSPO Secretariat to work on the artwork design.</p>	<p>Simplified guidelines shared with comments received.</p>
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	<p>Michal Zrust proposed to conduct trainings for CBs and relevant members based on the endorsed guideline. A checklist will also need to be developed. The WG agreed and this shall be included in the next budget.</p>	<p>RSPO Secretariat to roll-out the Riparian Management Guideline on RSPO Website.</p>	
3.0	<p>3.0 Endorsement of the simplified HCV guidance for Independent Smallholders (7.3)</p> <p>Mike Senior (Proforest, the Consultant) presented the simplified HCV guidance for the independent smallholders for endorsement. He informed the WG that they are no working on an App to be used on the field. The App will not require an internet connection and requires to farmer to transfer the data via cables to the computer after the field measurement.</p> <p>The probability maps are ready for five countries and the RSPO is aiming to do field tests in these areas. The WG agreed to give provisional endorsement until the WG is updated with the results and findings from field test. The full endorsement will be done via email or at the next BHCVWG meeting, depending on the delivery of the final product.</p> <p>Minor issues surrounding the simplified guidance will be handled by the combined SH and BHCV Task Force. The WG will only handle broader issues.</p>		
4.0	<p>4.0 HCVRN Updates</p> <p>Joss provided an update on the HCVRN work to the WG. He presented to the WG the statistics on the HCV ALS licensed assessors.</p> <p>Michal Zrust requested for a clarification on the next step for provisional licensed assessor who did not submit their HCV assessments in the two-year period – what is the HCVRN going to do about this? Joss explained that if they have not done that in the two-year period, the assessors will lose their provisionally license status. Michal Zrust questioned if the assessors can still reapply for the provisional license to which Joss replied that he will come back to the WG with an answer after an internal discussion.</p> <p>Pak Dwi questioned whether the presented statistics including assessments done for other commodities – e.g.: forestry. Joss mentioned that he will check this internally before reverting to the WG with the clarification.</p> <p>Joss mentioned that it is mandate requirement that ALS license assessor submits all assessment report for review. HCVRN conducted an evaluation on the effectiveness of the ALS scheme and HCVRN, spoke to 80 stakeholders in last year. Ginny requested a</p>	<p>Joss to come back to the WG on:</p> <ol style="list-style-type: none"> 1) if an assessor lost his/her provisional licence is allowed to re-apply; 2) sectoral submission of HCV reports for review; 3) composition of consulted stakeholders 	

	<p>clarification on the composition of consulted stakeholders, which Joss replied he will revert to the WG on this.</p> <p>As a result of the evaluation, Joss mentioned that the HCVRN will be revising its code of conduct, making it more stringent. This move will hopefully solve the issues with assessors who do not submit their reports to the ALS. Other updates in the HCVRN include:</p> <ol style="list-style-type: none"> 1. Emergence of the quality review and quality panel processes to make the whole review process streamlined. 2. Revision of the license renewal requirement 3. Introduction of incentive systems to basically reward performing assessors <p>Resolution 6H HCVRN implementation of Resolution 6H:</p> <ol style="list-style-type: none"> 1. The ALS is created to improve competence of HCV assessors and quality of HCV assessments 2. Common guidance on HCV identification is available 3. Assurance Task Force 4. HCV training for CBs, growers, and HCV assessors, 5. Advocating mandatory requirement for use of ALS in all RSPO certification, including existing plantation <p>Ginny requested clarification on HCVRN need calling for ALS licensed assessors for existing plantation. She further added that the risk of converting HCV areas in a fully planted area is extremely low. Potential backlog for this implementation would be the lack of HCV ALS licensed assessor in some regions. Dillon notified the WG that such situation does exist, where a fully planted area does not have an HCV assessment conducted. Yasmina commented that, in Latin America, for existing plantation, companies are using their internal staff to conduct the HCV assessments.</p> <p>Richard Kan highlighted that ‘RSPO approved’ assessor is no longer in active or function, this would then mean any future HCV assessment (in ensuring the quality) would then needing to be done by an ALS assessor. Anne highlighted that this need to be cleared. Ginny requested HCVRN to further provide clarity on this and suggested this to be brought to the P&C Review channel.</p> <p>Joss also mentioned that the complaint procedure is currently under review.</p> <p>Ginny raised a concern on HCV, over period of time, perhaps the HCV assessment needs to be reviewed, to look at changes in the field. Has the HCVRN started looking at this? Joss will check with the network to get more clarification.</p> <p>On the emergence of the two reviews of HCVRN into a single review, Olivier requested a clarification if time is going to be a concern. Joss commented that the reason why the network is</p>	<p>Joss to provide clarification and updates on the calling for all HCV assessment on existing plantation to be under ALS Scheme; HCV review process</p>	
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	<p>emerging the two reviews is to actually reduce the time taken for the whole review process.</p> <p>Current and future work by the HCVRN</p> <ol style="list-style-type: none"> 1. HCV area mapping which proposes to map HCV areas from the NPP assessments. The maps will be launched on Global Forest Watch in autumn 2017, subjected to RSPO's approval of the proposal. 2. Integrating the HCV and HCS assessments. In June 2017, HCS only assessments will no longer be permitted. 3. HCV management and monitoring guidance, which is RSPO funded and a collaborative research commissioned by the BHCVWG. Interim results are available. 		
<p>5.0</p>	<p>5.0 HCV management and monitoring guidance</p> <p>Joss presented the interim results of the HCV M&M project to the WG. One of the highlights of the interim result is that the questions used were perceived to be sensitive and participants seemed to be anxious when responding, which Olivier agreed. Olivier commented on the findings highlighted in the report on HCV maps in the HCV assessment do not reflect the actual reality and conditions on the field.</p> <p>These potentially caused by insufficient knowledge the assessor had at that time and available data and information at the point of assessment. Ginny agreed. In the past, people are confused with the definition of HCV and HCVMA. She also commented that the maps in old HCV assessments are often extrapolated and do not reflect the true condition on the ground. Olivier added that, he has seen situation where rivers have shifted 50 meters from the original location over years.</p> <p>Joss highlighted that there is a wide range of spending on HCV management. The question is then if it appropriate to expect company to report on budget? On the budgets for HCVMA, Ginny commented that often the budget is integrated in the plantation budget, and it will be difficult for the companies to disclose the exact amount. Oliver agreed. Ginny also commented that the budget is not the only factor explaining the failure of the M&M of the HCVMA.</p> <p>Ginny further highlighted the key of the M&M is the monitoring of the impact and/or effect of the management; and the potential threshold of biodiversity management needed. that Phase 2 of the project will require new budget. Ginny commented that the WG will have to discuss in details on the budget for Phase 2. Phase 1 will have to be completed by end of May to allow the continuation of the budget for Phase 2. Joss agreed.</p> <p>On a separate, but related matters, Pak Dwi notified the group that the Government of Indonesia has already working on including HCV</p>	<p>Joss and team to send the report to members of WG for comments, and finalised the report by end of June.</p> <p>Joss and team to prepare a proposal for Phase 2 and present it to the WG.</p>	<p>First draft of the report shared by Joss with some comments provided by members.</p>

	<p>approach in Indonesian law – which will then require companies in Indonesia to abide to it. The definition of HCV, for example, will be different than the HCVRN’s definition. MZ commented that the WG needs to put extra attention to this as it will definitely impact the work of the RSPO on HCV.</p>		
<p>6.0</p>	<p>6.0 HCS checklist</p> <p>Joss presented the HCS checklist. The criteria are:</p> <ol style="list-style-type: none"> 1. The proposed compensation project does not contravene nor contradict any provisions or commitments set out under the HCS Approach or RSPO Next. 2. There is no direct overlapped between the proposed project area and any HCVs 3. Project activities are additional to the maintenance of HCS forest areas as required by the HCS Approach and any relevant RSPO procedures. 4. The project clearly demonstrates how it enhances and improves the conservation values of the area 5. The project includes special provision for monitoring procedures to demonstrate enhancement of the area. An appropriate baseline need to be set. 6. The project included special provision for adaptive management to react to the results of the monitoring procedures 7. Prior to 1 June 2017: the HCS forest area(s) were identified in accordance with the procedures set out by the HCS Approach, and in compliance with HCSA Quality Assurance requirements. <p>After 1 June 2017: the HCS forest area(s) were identified through an integrated HCV-HCS assessment led by a licensed HCV assessor in accordance with the Integrated HCV-HCS Assessment Manual, and the HCV Resource Network’s Quality Panel has approved the integrated HCV-HCS assessment report as ‘satisfactory’.</p> <p>If the grower provides a ‘No’ response to any of the criteria, the project is ineligible to qualify as a compensation project.</p> <p>JT commented that the current checklist needs to be reworded to suit RSPO requirement (e.g.: the HCS convergence), where relevant.</p> <p>The WG agreed to provisionally endorse this document (in principal) with revised version.</p>	<p>The relevant members to work with RSPO Secretariat to revised the checklist and discuss on the location of this document.</p>	
<p>7.0</p>	<p>7.0 Indonesian HCV toolkit</p> <p>Revision process started May 2015 and still in progress and aim to be finalized by June this year. The HCVRN has a concern on the transparency of the development of the toolkit. It is poorly communicated to the HCVRN, as explained by Joss. Pak Dwi</p>		

	<p>highlighted that the key is the lack of communication between the National Interpretation Secretariat and the HCVRN.</p> <p>The first draft of the revised Toolkit sent to HCVRN came back to a lot of comments. The working group of INA-HCV-NI is in the mid of revising the document based on comments and feedback received by May 2017 to be field tested.</p> <p>Pak Dwi updated the WG that RSPO has recently established Indonesia HCV TF aims at developing guidance for HCV implementation, through working closely with Indonesian HCV Network. Pak Dwi seeking grower members interest for field testing.</p> <p>Ginny is seeking clarification on the collaboration and potential repetition between RSPO HCV TF and this HCV-NI. Pak Dwi highlighted that there will be seat for Jaring NKT within the TF to ensure consistency and avoid duplication of work.</p> <p>Joss explained that HCVRN would be happy to help in global consultation process with funding supports provided. Richard Kan requested the Secretariat to work on including the HCVRN in the INA-HCV-NI and RSPO INAHCV TF (stands out from the NI TF) discussion to improve transparency and consistency.</p> <p>Ginny Ng requested the Secretariat to revert to the WG on the update of the RSPO INAHCV TF led by RSPO Indonesia, Pak Djaka. In addition to that, Richard Kan requested the Secretariat to also get the update on FPIC Legacy TF.</p> <p>The WG requested a clarification on the purpose of the Field Test planned on the 12th – 31st of May so the WG can assist accordingly. On a separate matter, Ginny Ng requested the Secretariat to strategically be involved in the discussion surrounding the Nature Policy Development for Ecosystem Essential to link these two works together. So far, only WILMAR is involved in the discussion. Ginny encouraged the Indonesian WG members to get involved in the discussion as well. Pak Dwi will assist in getting more information on the NPDEE and ways of which members of this WG could get involved.</p> <p>The public consultation for the INA HCV toolkit is planned to happen from 11th April – 12th May 2017.</p>	<p>Secretariat to revert back to the WG on the update of the RSPO INAHCV TF</p>	
<p>8.0</p>	<p>8.0 PONGO Alliance presentation</p> <p>Michelle presented the works by PONGO Alliance and Erik Meijaard’s study on the impact of RSPO certification on Borneo forest cover and OrangUtan populations.</p> <p>There were many questions on the definition of RSPO estates, non-RSPO estates, and inactive non-RSPO estates. The study needs to distinguish certified RSPO members, RSPO members and non-members. Michelle suggested to have a call with Erik, with Anne Rosenbarger and Michal Zrust to strengthen the data (concession)</p>		

	<p>and provide clarity on the definition and data sources before EURT in June 2017.</p> <p>Ginny Ng informed the WG that there will be a side meeting in the EURT to discuss the findings of the report. She requested to the WG members to participate in the side meeting, if they are attending the EURT.</p>												
<p>9.0</p>	<p>9.0 Malaysia HCV toolkit</p> <p>Surin Suksuwan, from Proforest, presented the updated on the Malaysia HCV toolkit development. According to Surin, the Malaysian HCV Working Group is behind schedule due to challenges in getting critical mass of the Technical Working Group members representing various interest groups. The technical work has started and the group is actively looking for pilot testing sites. RSPO members who plan to do HCV assessment around June 2017 are encourage to volunteer. The Secretariat is to inform this to the any potential and interested RSPO members.</p> <p>To increase transparency, the WG has requested for the process to involve HCVRN in the very beginning. Surin agreed.</p>												
<p>10.0</p>	<p>10.0 Social liability presentation by FPP</p> <p>Patrick Anderson presented the presentation on the social liability identification exercise by RSPO growers. In summary,</p> <table border="1" data-bbox="284 1151 1018 1532"> <tr> <td>Total number of management units with non-compliant land clearance</td> <td>253</td> </tr> <tr> <td>Total social liability identification exercise received</td> <td>164</td> </tr> <tr> <td>Total management unit with social liability</td> <td>42</td> </tr> <tr> <td>Total remediation plan submission</td> <td>0</td> </tr> <tr> <td>Total number of management units with remedial actions</td> <td>2</td> </tr> </table> <p>Patrick requested guidance from the WG on the following:</p> <ul style="list-style-type: none"> i) What do we do about companies that have not responded at all about how they will address the social HCVs? ii) What do we do about companies that have said they have social liabilities but have not submitted a remediation action plan? iii) How will we assess the accuracy of company reports which claim they have no social liability? iv) How will we monitor the adequacy of implementation of the remediation action plans? 	Total number of management units with non-compliant land clearance	253	Total social liability identification exercise received	164	Total management unit with social liability	42	Total remediation plan submission	0	Total number of management units with remedial actions	2		
Total number of management units with non-compliant land clearance	253												
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<p>Ginny commented that, on (ii), growers were struggling during the identification process. It is most probably that the growers do not have enough guidance on how to prepare and submit remediation action plan for social (HCV 4, 5 & 6). On (i), Olivier commented that the nature of social liability is very complicated and sensitive. It may be the case that social liability existed and managed, and during the identification process, the company chose not to highlight this – as it will then possibly reopen a closed case and create more problems. In addition to this, Olivier commented that HCV 4 and 5 are somewhat very tricky. HCV 4 covers both environmental and social elements and HCV 5 can be a shifting value.</p> <p>Patrick agreed on Ginny’s comment on (ii). Possibly the lack of definitions of social remediation actions stopping the company from submitting any remedial plans. On Olivier’s comment, Patrick responded that despite the possibility of reopening a closed case, it is a requirement in the RaCP and the growers should adhere to the set requirements. Patrick admitted that the WG needs to come up with a clear guideline for the identification and remediation of the social liabilities. Michal agreed and commented that Daemeter is currently and able to help a company with developing concept note with social liability ONLY with example provided by Secretariat and was involved into company SEIA assessment.</p> <p>Anne agreed to developed more guidance. What kind of guidance is suitable to assist the growers in preparing the remediation for social liabilities? Ginny commented that guidance is important, but the WG should consider providing case studies on this. She suggested to develop case studies surrounding this and to be funded by the BHCVWG. Anne commented that the WG should also think of developing the case study which provide more than one remediation options.</p> <p>Ginny suggested the WG to select companies with social liabilities and use them for the case studies. The selection should be done based on the nature of liability, the size of the area affected, and type of areas.</p> <p>Anne and Olivier stressed that the case study should not be treated as ‘prescriptive’. Every social case is unique, so the remedial actions should be tailored for each affected community. The case study should only be used as a guidance. Patrick agreed, and commented that every social remediation plan must be agreed by the affected communities. Jennifer further commented that consultation with the communities should be the priority elements in the development of the case studies.</p> <p>Following to Jennifer’s point, Patrick highlighted to the WG that there needs to be work done on improving the understanding of the local communities on HCVs as well as the RSPO requirements on growers.</p> <p>Michal seek clarification that whether RSPO growers should declare social liabilities resulting from clearance before November 2005.</p>	<p>Patrick to send an indicative budget to develop case study(s) and guideline for social remediation</p>	<p>Patrick sent the draft ToR and circulated to members of WG for comments.</p> <p>The ToR is finalised and up into RSPO Website calling for proposal.</p>
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	<p>Olivier further explained that if social problem still occurs, then it would still serve as the problem now, in regardless of if the problem pre-exists. Ginny commented that, this will be picked up by the Complaints mechanism although it is not within the current scope.</p> <p>Patrick seek decision or respond from the WG on what to do with company has not respond on their remediation plan on declared social liability. Olivier responded that the company is waiting for the WG to provide guidance on this. Patrick further added that there is a need then for a communication to seek clarification or explanation (from the 42 MUs) on this along with their submission of compensation & remediation plan.</p> <p>Patrick putting the recommendation that the compensation panel is responsible to review the social liability identification documents. Ginny highlighted that current process provide provision for compensation panel to look at the social liability identification. This should be remained for compensation panel to review if adequate information provided.</p> <p>Jennifer raised the concern, reason being that the compensation panel often does not have the right expertise to review these documents. Olivier suggested that, similar to the disclosure of non-compliant land clearance process, the WG should have faith in the disclosure, knowing fully that the certification system is tighter.</p> <p>Tang Men Kon raised the ‘never-ending’ process should the quality of information and/or supporting document for the declaration. Richard Kan highlighted that the WG should by now be allowing some ‘benefits of doubt’ as for learning and to move forward the agenda, bearing in mind that undeclared social liability would eventually come in as complaints.</p> <p>The CB will ensure that the P&C requirements is fulfilled by the growers seeking for certification. Olivier further commented that, for certified units, the CB should request the disclosure of social liability should be checked during surveillance audit. The WG agreed on the approach of ‘allowing benefits of doubt’.</p> <p>Patrick suggested that potentially the Secretariat could perform an initial check on the submission of social liability declaration based on the samplings developed, as initial monitoring for the accuracy of the disclosure. Ginny commented that the Secretariat does not have the capacity to do checking on the ‘quality of social declaration’ based on the sampling developed.</p> <p>The WG is to further discuss on how the initial check based on samplings developed could be conducted.</p>		
11.0	<p>11.0 P&C Review</p> <p>The Secretariat informed the WG that a preparatory report will be drafted for the first P&C review TF meeting by Proforest. The</p>	BHCVWG members to provide initial	Finalised comments sent to P&C Review

	<p>Secretariat is collecting comments from each of the WG by 2nd May 2017.</p> <p>Dillon suggested that the WG to provide comments to the Secretariat by 17th April 2017 using the comments template. The Secretariat will collate all the comments by 21st April 2017 and the comments will be sent to the WG for consideration.</p> <p>WG members who have strong objections on the comments should raise them to the Secretariat and will be removed from the list that goes to Proforest. The Secretariat will submit the list of approved comments by 28th April 2017.</p> <p>Ginny Ng informed the WG that specific comments will not be entertained. Comments should be in line with the WG's work. Specific comments (non-WG related focus scopes) could be raised through public consultations.</p>	<p>and consolidated comments to Secretariat.</p> <p>Secretariat to send the final comments to Proforest</p>	<p>TF through Proforest by Secretariat.</p>
12.0	<p>12.0 ISH RaCP Task Force</p> <p>As discussed on Day 1, the WG has agreed to combine all existing Task Forces (between the SHWG and BHCVWG). The Secretariat will send out an email on the confirmation of the first meeting.</p> <p>The WG decided not to look at the TOR for the ISH RaCP Taskforce and assigned the TF to look at it during its first meeting.</p>	<p>Secretariat will send email for members of the TF to meet</p>	<p>Email sent with no confirmation on the date from members of SHWG.</p>
13.0	<p>13.0 AOB and closing meeting</p> <p><u>BHCVWG Membership</u></p> <p>John Payne has raised a concern on size of the WG. He informed the WG members that there will be a move to decrease the number of the WG members in the coming years to be more focus. The detail could be further discussed.</p> <p>Anne raised that the first step could be to refer back to the ToR of the WG. Ginny highlighted that the current ToR dated back in year 2014 on RSPO Website and there is a need to update the ToR.</p> <p>John Payne then requested the WG members to declare their substantive and alternate members to the Secretariat by 31st March 2017 as initial step.</p> <p>The WG will also need to re-consider the composition of the WG, and the role of independent experts.</p> <p><u>Date of Next BHCVWG meeting</u></p> <p>The WG has agreed to have the next BHCVWG meeting on the 11th and 12th of July 2017. The Secretariat will send out a doodle poll on the venue.</p> <p>The co-chairs thanked the WG members for their participation at the 34th BHCVWG meeting.</p>	<p>Members to send in names of substantive and alternate representative</p> <p>ToR to be updated in next meeting</p>	<p>Done</p>

ANNEX 1. Attendance signing sheet



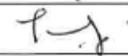
The RSPO is an international non-profit organization formed in 2004 with the objective to promote the growth and use of sustainable oil palm products through credible global standards and engagement of stakeholders.

34th Meeting of RSPO BHCVWG

4th – 5th April 2017

Capri by Fraser, Kuala Lumpur

#	Name	Organisation	Signature 4 th April	Signature 5 th April
1	Agus Purnomo	GAR		
2	Joss Lyons-White	HCVRN		
3	Anne Rosenbarger	WRI		
4	Audrey Lee LAILA WILFRED	OLAM		
5	Cahyo Nugroho	Fauna and Flora International		
6	Cecap Saputroh Sufri Rahaju Shinto	Remark Asia		
7	Benjamin Loh	WWF MY		
8	Dwi Muhtaman	Remark Asia		
9	Gan Lian Tiong	Musim Mas		
10	Ginny Ng Siew Ling	WILMAR		
11	Jen Lucey	SEARRP		
12	Harjinder Kler	HUTAN		
13	Henry Barlow	Independent		
14	John Payne	BORA		
15	Lanash Thanda	SEPA		
16	Lee Swee Yin	SIME		
17	Izabela Delabre	ZSL		
18	Patrick Anderson	FPP		
19	Michael Brady	IFC		
20	Norazam Abd Hameed	FGV		
21	Olivier Tichit	SIPEF		
22	Richard Kan	GAR		

#	Name	Organisation	Signature 4 th April	Signature 5 th April
23	Tang Men Kon	SIME		
24	Amariyah Muhamad	FGV		
25	MIKE ZRUST	DAGMETER		
26	MICHELLE DESILES	ORANGUTAN LANDTRUST		
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