

MINUTES OF MEETING (DRAFT)
7th Standard Standing Committee (CON-CALL)

Date: 3th April 2020 (Friday)

Time: 2:00PM - 4:30PM

ATTENDANCE

Name	Organisation	Constituency
Present:		
1. Olivier Tichit (Co-Chair)	Musim Mas	Processor and Trader
2. Lee Kuan Yee (Co-Chair)	MPOA	Growers
3. Lim Sian Choo	Bumitama	Growers
4. Audrey Lee	OLAM	Growers
5. Ian Orrell	New Britain Palm Oil Limited	Smallholders / SHSC
6. Jenny Walther-Thoss	WWF-Germany	ENGO
7. Anne Rosenbarger	WRI	ENGO
8. Julia Majail	RSPO Secretariat	
9. Amir Afham	RSPO Secretariat	
10. Javin Tan	RSPO Secretariat	
11. Oi Soo Chin	RSPO Secretariat	
Absent with apologies:		
12. Paula den Hartog	Rainforest Alliance	SNGO
13. Faryda Linderman	NN I Partners	Finance Institution
14. Koji Sato	KAO Corporation	CGM

AGENDA

#	Item	Time (Min)
1.0	Opening 1.1 Acceptance of agenda	LKY/OT
2.0	Confirmation of 6th MOM 2.1 Matters arising from previous meeting a. SCC KPI for FY21	Jules
3.0	P&C National Interpretation 3.1 Indonesia NI (for approval) 3.2 MY NI (for approval) 3.3 Mexico NI (pending) 3.4 Gabon NI (for discussion)	Jules Jules Jules Amir
4.0	Updates 4.1 RISS Local Interpretation 4.2 Updates on metrication 4.3 Updates on shared responsibility 4.4 Updates on Medium Grower Grading System	Jules Oi Soo Chin Oi Soo Chin Jules
5.0	AOB 5.1 The impact of Covid-19	
	Meeting adjourns.	

DISCUSSION

No	Description	Action Items
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1.	<p>Opening</p> <ul style="list-style-type: none"> OT and LKY welcome and thanked everyone. 	
1.1	<p>Acceptance of agenda</p> <ul style="list-style-type: none"> JM informed that there will be no presentation on Mexico NI as the document is not ready. Discussion on NI Gabon to be changed to a discussion on NDJSG/HFCC/NI Gabon and to be discussed as a specific topic and not part of NI Updates. 	
2.0	<p>Confirmation of 6th MOM LSC propose the MOM to be approved and seconded by JW.</p>	Jules
2.1	<p>Matters arising from previous meeting</p> <ol style="list-style-type: none"> RISS Local Interpretation SOP – this has been announced via the RSPO website and to the SH NI TF in Indonesia. SSC Plan Meeting in July – it will be on 10 July 2020 and meeting invite has been sent out to all. Streamlining and standardizing the SCs ToR for all WGs/TFs under SSC – this will be updated in the coming meeting as the Secretariat still finalizing this. KPI for SSC FY21 – this will be discussed at this meeting. Indonesia NI – this will be discussed at this meeting. Malaysia NI – this will be discussed at this meeting. Gabon NI - this will be discussed at this meeting under the NDJSG/HFCC/NI Gabon topic discussion. Decent Living Wage – Secretariat still finalizing the engagement process of the consultant, both for the global consultant and consultants for benchmarking in Malaysia and Indonesia. Hence, the total number of provinces in each region will only be known at a later stage. Development of PO Producer Profiling System and Approach for Medium Grower – this will be briefed at this meeting. 	
2.2	<p>SCC KPI for FY21</p> <ul style="list-style-type: none"> JM shared the framework showing the ToC and the Secretariat KPIs for FY21. 3 proposed KPIs presented: <ol style="list-style-type: none"> Development and endorsement of key normative and informative documents/systems/tools to support implementation of P&C 2018 and RISS 2019 through multi-stakeholder processes; Strategic direction on key topics i.e. DLW, No Deforestation (NDTF, NDJSG), Shared Responsibility, Jurisdictional Approach etc.; and Alignment and effectiveness within RSPO governance structure. It was proposed to set a performance KPIs to follow the SMART principles (Specific, Measurable, Attainable, Realistic and Timebound). To start with, it would be helpful to list down all key 	

	<p>documents we need to achieve this year. Also important to note the level of influence of SSC to ensure the achievability of the KPIs.</p> <ul style="list-style-type: none"> ● Timeline to submit this KPI is by end of April. Also to include request for budget, if required. ● Few proposals were discussed: <ul style="list-style-type: none"> ● Development and endorsement of all normative and informative that have been identified for this FY21. (This may include but not limited to JA Certification System, Shared Responsibility, Decent Living Wage, Medium Grower Standard) ● Outreach program successfully implemented for x number of all endorsed documents in FY21. (JA Certification System, Shared Responsibility, Decent Living Wage, Medium Grower Standard) ● To ensure NIs development and endorsement for 13 countries are completed. (Countries include: To list down total NIs in 2013; How many NIs planned for 2018) To list down total NIs in 2013; How many NIs planned for 2018) ● To support the development of NIs in countries where the stakeholders' level of capacity and/or buy-in are low or weak. ● SSC to develop a protocol to assess the performance of a group (WG/TF) within the governance structure. 	<p>ACTION POINT: 1) JM to list down what have been discussed today and share it with the members for member to put in their proposals. 2) Group to meet up to discuss SCC KPIs on 9 April 2020 at 18:00 KUL time.</p>
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<p>3.0 P&C National Interpretation</p>		
<p>3.1</p>	<p>Indonesia NI (for approval)</p> <ul style="list-style-type: none"> ● JM presented to the Committee the response received from the Indonesia NITF. ● INA NIWG have agreed with suggestion/revision from SSC on the definition of “Non-corporate land clearance”. The suggested definition will be added to the specific guidance for indicator 7.7.7. ● INA NIWG accepted SSC decision and suggestion that English language to be used as a reference in case of any discrepancy. ● The Committee is in view that the response by the Indonesia NI regarding the point on “acceptable legal alternatives” need to be resolved. ● As a background, on 12 March 2020, the RSPO Secretariat convey the decision made at BoG meeting to the Indonesia NITF, through the RRO JKT, regarding the HGU as follow: <ul style="list-style-type: none"> ● For all new certification, company(ies) must have HGU or other acceptable legal alternatives; and ● For all re-certification, company(ies) can continue certification provided that they must show sufficient evidence that the 	

	<p>company(ies) is moving towards obtaining the HGU and must comply with all requirements at the time.</p> <ul style="list-style-type: none"> • The Indonesia NI TF were tasked to clarify the interpretation of ‘acceptable legal alternatives’. • On 24th March, the Indonesia NI replied: <ul style="list-style-type: none"> Currently, there are no laws and regulations in Indonesia which can be used as a reference to interpret "acceptable legal alternatives". Therefore, on the form of land legality, INA NI has already provided some guidance in the Specific Guidance for 4.4.2, particularly the fourth bullet point that says: "The form of land legality is adequately consulted through the FPIC process with the community and in accordance with applicable laws and Regulations". The scope of INA NI is to interpret Generic P&C INA NI as per Indonesia's context included law and regulations. INA NI has been developed through the deliberation of all requirements based on the Generic P&C 2018. The term "acceptable legal alternatives" is not found in the Generic P&C 2018. Therefore, INA NIWG is in the view that interprets "acceptable legal alternatives" are not within the scope of INA NIWG. • After a lengthy discussion, the Committee is agreeable in principle to approve the Indonesia NI but with caveat of an explanation for this matter (on HGU/ acceptable legal alternatives). It was also raised that SNGO might have concern to approve the NI if this matter is not being dealt now. • The NITF is the most appropriate entity to be assigned to do the legal review/ research on the “acceptable legal alternative”. The NITF may decide whether the NITF will do it by themselves or they wish to hire a group/ a consultant to do this for them, as long as the process is endorsed by the NI TF. • The proposed a timeline to come up with the interpretation om “acceptable legal alternatives” and to submit to SSC by Sept 2020. <p>Decision:</p> <ul style="list-style-type: none"> • The Committee proposed to have another follow up meeting on 9th April 2020 to discuss the matter and to invite the RRO Indonesia Director, Ms Tiur Rumondang, to provide some background on this matter (on “acceptable legal alternative”) before the SSC can make the final decision. 	
<p>3.2</p>	<p>MY NI (for approval)</p> <ul style="list-style-type: none"> • JM presented the background of the request made by MYNI. • JW commented the criteria for Low, Medium and High risks are the same for the Social Sensitive Area. For the Environmental Sensitive Area, there were no low and medium risks criteria. • The low should be “community have enough available sources to fulfil their basic need”; the medium “food security”; for high risk “community is heavily dependent to the forest resources”. <p>Decision:</p>	

	<ul style="list-style-type: none"> ● JM to write back to MYNI TF to inform the view of the SSC on the social sensitive area. 	
4.0	Updates NDJSG, HFCC and Gabon NI	
	<ul style="list-style-type: none"> ● AA presented the background of this session in reference to the decision made by SSC at the previous meeting i.e. SSC to write a letter to NDJSG to request for a workplan with clear timeline by when the procedure can be developed. Also a suggestion for the NDJSG to review the methodology proposed by the Gabon NIWG. ● Secretariat has discussed the matter including analysing its pros/cons. ● Based on the analysis, the Secretariat is proposing to SSC that the letter to NDJSG to be approached by way that SSC supports the work done by NDJSG and does understand the delay of the process due to the complexities of the subject, however, to highlight it to the group the urgency to develop the procedure. ● To assist the NDJSG, Secretariat proposed to appoint 2 persons from the SSC to be the focal person for the NDJSG to raise their concern during the development of the procedure. ● The main issue with the NDJSG is that there is no workplan. It is not possible to work when there is no plan as target. The NDJSG need to come up with a workplan. SSC may need to evaluate and decide if the NDJSG approach working or not. ● On update of the NI Gabon, the meeting scheduled in March 2020 was postponed due to Covid-19 and push to July 2020. The meeting will discuss all the comments received during public consultation. ● Submit the draft to RSPO by end July 2020. <p>Decision:</p> <ul style="list-style-type: none"> ● SSC to write a letter to NDJSG to request for a workplan/timeline within 3 months-time from now (July 2020). Secretariat to draft the letter. 	<p>Action Point: AA to prepare a draft for SSC by next week.</p>
5.0	Updates	
5.1	Updates on Shared Responsibility	
	<ul style="list-style-type: none"> ● OSC presented the updates on activities thus far, and the status of filling up the seats in SRWG. The call for expression of interest were closed on 3rd April 2020. Received more interest from Growers, P&T and SNGO. ● Issue raised with regards to who will represent the constituency when there are too many nomination coming from the same organisation but of different company. The usual way is for the constituency to make their own decision among themselves who to represent the category. Also to highlight the rules that no 2 seats allowed to be taken by individuals that are coming from the same organisation or from 2 different companies but related to each other. ● For SH representative, it was proposed to contact SHSC to nominate its member as representative and to act as link to SHSC, regardless the representative is a smallholder or not. SHSC is scheduled to meet at end of April 2020. 	

	<ul style="list-style-type: none"> Appointment of consultant will take place in April 2020. Similar timeline in formalizing/approving of the formation of SRWG by SSC. It is expected the SRWG will active by May 2020 and Q1 FY21. 	
5.2	<p>Updates on metrication</p> <ul style="list-style-type: none"> OSC shared updates on metrication by showing the chronology of events. The development of the metrication templates is almost complete. Only left 3 indicators to focus on i.e. monthly mills, estates and training data. MPOA, OLAM and Bumitama remain as volunteers from SSC helping in finalizing this work. Any interested member who wish to join the team are most welcomed. JW volunteered to join the group on this. OSC will contact all volunteers to continue the work on this. What next: <ol style="list-style-type: none"> To finalize the outstanding metrics Call for other members to work on the metrics template To finalize it by the end of May 2020 and present to SSC. 	
5.3	<p>RISS Local Interpretation- Indonesia</p> <ul style="list-style-type: none"> JM presented the update on the RISS Local Interpretation. The announcement on this has been published via RSPO website. It has also been conveyed to the Indonesia SH TF that was working on the development of LI RISS for Indonesia. The first meeting took place in February and the subsequent meeting was pushed to June 2020 in view of the Covid-19 issue. Taskforce been formed and a facilitator has been appointed. The TF plan to submit the LI by September 2020 with 1 public consultation, subject to advise/approval by SSC. 	
5.4	<p>Updates on Medium Grower Profiling System</p> <ul style="list-style-type: none"> Call for nomination of the Medium Grower Profiling System has been announced and uploaded in the RSPO website. Till to-day, no expression of interest to join the WG received. Two volunteers have joined and they are Michael Guindon (WWF-Singapore) and Dr Marcus Colchester (FPP). It is however reckoned that there are not many RSPO members that are within this category (medium grower). As such, SSC is proposing an exception to allow participation from this category who are not yet member of RSPO but in the process to become RSPO member, to join as member of this TF. Propose to extend the deadline to express interest to join the Taskforce. Also, to encourage members of SSC to extend the invitation to its respective constituencies to join the TF as well as to consider inviting association who works with this category of producers to join the WG. 	<p>Action Point: SSC member to extend the invitation to their respective constituency.</p>
6.0	AOB	
6.1	The impact of Covid-19	

	<ul style="list-style-type: none"> ● There may be impacts to the work of SSC such as the Decent Living Wage which anticipated would require involvement with stakeholders and on the ground works. ● The SSC may also need to re-evaluate its physical meeting scheduled in July 2020 and see if it is feasible. ● SSC will need to review or allow some flexibility in its processes if meeting cannot take place due to the Covid-19. SSC need to properly record should there any exception to be given to any group due to the issue. There will be challenges to implement the standard in such time, hence, SSC will try to convene and approve via online where necessary. This is important to support continuity and good functioning of RSPO. ● A dedicated page on Covid-19 was created in the RSPO webpage. ● Situation on the ground: <ul style="list-style-type: none"> ● Most extension services has been stopped temporarily. Meeting are done through phone. ● Other commodity in Africa has moved fully to digital sourcing and payment. ● With the government guidelines applied at the moment, company has put limits to the number of people that can be transported from one place to another. Company has introduced staggered work rotation to comply with the government guideline. ● For audit purpose, company have to readjust the team to come from the region and not from other continent. ● Internal audit has been rescheduled and postponed. On the ground level, all measures set by the government are followed by providing them with mask, temperature check, social distancing etc. ● Concern goes to smallholders whose source of income may have been seriously affected due to this pandemic. ● Organisation will continue to support smallholder project but unsure how long it can sustain. ● As reported by Economy Analyst, the Covid-19 pushing the countries in the Pacific potentially to a fail states status. Poor coordination led to fear at the sub-regional level with blocked shipping coming in and blocked movement of people, incoming food. In relation to certification system, no auditors will be able to come in the next at least 6 to 9 months time. Concern on for Assurance SC. 	<p>Action Point: Secretariat to inform SSC if there any WG/TF that would require such exception.</p>
<p>6.2</p>	<p>Announcement</p> <ul style="list-style-type: none"> ● JW announced that she will be moving to another organisation (standard biomass program) and leaving WWF-Germany by end of May 2020. She has offered to WWF and with mandate of WWF, to continue her current role in few committees (WG/TF). There will be no conflict of interest in continuing this role. Still in discussion with WWF and no decision made yet. 	

Meeting ends at 18:00.