

National Interpretation Revision Summary (P&C)

NI TFs are required to fill this up prior to submission

Country: Indonesia	
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Section	Criteria revised	No of Criterias revised	Indicators revised	No of Indicator revised	Proposal approved by RSPO	Date and person approving
Example: Principle 1	1.1	1	1.1.1	1	Yes	xx on 1st Dec 2024
Principle 1						
Principle 2			2.2.1	1		
Principle 3			3.3.3	1		
Principle 4			4.1.2; 4.4.2; 4.4.3; 4.4.7; 4.5.3;	5		
Principle 5			5.1.1;	1		
Principle 6	6.2; 6.4;	2	6.1.3; 6.2.1; 6.2.2; 6.2.5; 6.2.7; 6.3.1; 6.4.2; 6.7.2; 6.8.3; 6.8.7; 6.9.2;	11		
Principle 7			7.1.6; 7.1.7; 7.3.2; 7.3.3; 7.3.4; 7.4.3;	6		

Section	Definitions Revised	No of Definitions Revised	Proposal approved by RSPO	Date and person approving
Example: Annex 1 Terms and Definitions	Child labour, Bribery	2	Yes	xx on 1st Dec 2024
Annex 1 Terms and Definitions				

National Interpretation

These are criterias and indicators where National Interpretation is specifically mentioned. They are highlighted in green in this template.

Principle	Criteria & Indicators
Principle 1	1.2.1
Principle 2	2.1.1 (C)
	2.1.3 (C)
	2.3.1 (C)
	2.3.2 (C)
Principle 3	3.3
	3.4
Principle 4	N/A
Principle 5	N/A
Principle 6	6.8
	6.9.3 (C)
Principle 7	7.1
	7.3
	7.5.1 (C)
	7.6.4 (C)

Principle 1 - RSPO Growers act transparently, ethically, and responsibly		Revised Criteria / Indicator (in English)	Revised Criteria / Indicator (in National Language - if applicable)	Reason for changes
Criteria/Indicator				
1.1	The Unit of Certification shall demonstrate transparency and responsible conduct with relevant <u>stakeholders</u> on issues related to the RSPO Principles and Criteria standard. Information provided shall be in appropriate language(s) and format(s), through a transparent process, to allow for effective participation in decision-making.	The Unit of Certification shall demonstrate transparency and responsible conduct with relevant stakeholders on issues related to the RSPO Principles and Criteria standard. Information provided shall be in appropriate language(s) and format(s), through a transparent process, to allow for effective participation in decision-making.	Unit Sertifikasi harus menunjukkan praktik yang transparan dan bertanggung jawab terhadap pemangku kepentingan yang relevan mengenai hal – hal yang berhubungan dengan standar Prinsip dan Kriteria RSPO. Informasi yang diberikan harus dalam bahasa dan format yang sesuai melalui proses yang transparan untuk mendukung partisipasi yang efektif dalam pengambilan keputusan.	<i>No changes on text</i>
1.1.1 (C)	The Unit of Certification shall make <u>publicly available management documents</u> specified in the RSPO Principles and Criteria standard. This excludes <u>confidential information</u> .	The Unit of Certification shall make publicly available management documents specified in the RSPO Principles and Criteria standard. This excludes confidential information.	Unit Sertifikasi harus menyediakan dokumen yang dinyatakan dalam Standar Prinsip dan Kriteria RSPO kepada publik. Dokumen tersebut tidak termasuk informasi rahasia.	<i>No changes on text</i>
1.1.2 (C)	The Unit of Certification shall ensure that process(es)/procedure(s) for consultation and communication with relevant <u>stakeholders</u> are documented, implemented, and made available. Explanations of such process(es)/procedure(s) shall be done by a nominated management official(s) in an appropriate language and format.	The Unit of Certification shall ensure that process(es)/procedure(s) for consultation and communication with relevant stakeholders are documented, implemented, and made available. Explanations of such process(es)/procedure(s) shall be done by a nominated management official(s) in an appropriate language and format.	Unit Sertifikasi harus memastikan bahwa proses/prosedur konsultasi dan komunikasi dengan pemangku kepentingan yang relevan didokumentasikan, dilaksanakan, dan tersedia. Perwakilan manajemen harus memberikan penjelasan mengenai proses/prosedur dalam bahasa dan format yang sesuai.	<i>No changes on text</i>
1.1.3 (C)	The Unit of Certification shall maintain a list of relevant <u>stakeholders</u> . Records shall be maintained of any requests for information by relevant <u>stakeholders</u> , including the UoC's responses to such requests.	The Unit of Certification shall maintain a list of relevant stakeholders. Records shall be maintained of any requests for information by relevant stakeholders, including the UoC's responses to such requests.	Unit Sertifikasi harus mengelola daftar pemangku kepentingan yang relevan. Rekaman permintaan informasi oleh pemangku kepentingan yang relevan harus dikelola, termasuk respon Unit Sertifikasi terhadap permintaan tersebut.	<i>No changes on text</i>
1.2	The Unit of Certification shall commit to ethical behaviour in all business <u>operations, transactions, and conduct</u> .	The Unit of Certification shall commit to ethical behaviour in all business operations, transactions, and conduct.	Unit Sertifikasi harus berkomitmen terhadap perilaku etis di semua operasi, transaksi, dan praktik bisnisnya.	<i>No changes on text</i>

1.2.1	<p>The Unit of Certification shall develop a policy committing to the UoC to a code of ethical conduct in all business <u>operations</u> and transactions. The policy shall be communicated to all levels of the <u>workforce</u> and <u>operations</u>.</p> <p>The policy shall include, at a minimum: A) Respect for fair conduct of business; and B) Prohibition of all forms of corruption, <u>bribery</u>, and fraudulent use of funds and resources*.</p> <p><i>*National Interpretations should determine relevant national regulations related to anti-corruption.</i></p>	<p>The Unit of Certification shall develop a policy committing to the UoC to a code of ethical conduct in all business operations and transactions. The policy shall be communicated to all levels of the workforce and operations.</p> <p>The policy shall include, at a minimum: A) Respect for fair conduct of business; and B) Prohibition of all forms of corruption, bribery, and fraudulent use of funds and resources*.</p> <p><i>*National Interpretations should determine relevant national regulations related to anti-corruption.</i></p>	<p>Unit Sertifikasi harus membuat kebijakan yang berkomitmen terhadap kode etik di semua operasi dan transaksi bisnis. Kebijakan ini harus dikomunikasikan kepada semua tingkatan tenaga kerja dan operasional.</p> <p>Kebijakan ini setidaknya harus mencakup: A) Penghormatan atas praktik bisnis yang adil; dan B) Larangan terhadap segala bentuk korupsi, suap, dan kecurangan dalam penggunaan dana dan sumber daya.</p>	<p><i>No changes on text</i></p> <p><i>Note: a specific guideline will be developed to clarify the applicable regulations.</i></p>
1.2.2	Process(es) or procedure(s) for managing ethical misconduct shall be developed and implemented.	Process(es) or procedure(s) for managing ethical misconduct shall be developed and implemented.	Proses atau prosedur untuk menangani pelanggaran kode etik harus dibuat dan dilaksanakan.	<i>No changes on text</i>
1.3	The Unit of Certification shall identify, address, and monitor human rights impacts in its <u>operations</u>, through implementation of <u>Human Rights Due Diligence</u> (HRDD).	The Unit of Certification shall identify, address, and monitor human rights impacts in its operations, through implementation of Human Rights Due Diligence (HRDD).	Unit Sertifikasi harus mengidentifikasi, menangani, dan memantau dampak Hak Asasi Manusia (HAM) dalam operasinya, melalui pelaksanaan Uji Tuntas HAM (UTHAM).	<i>No changes on text</i>
1.3.1	<p>The Unit of Certification shall identify existing and potential human rights impacts within its <u>operations</u> and its direct <u>suppliers</u>, through implementation of <u>Human Rights Due Diligence</u> (HRDD). Existing and potential human rights impacts identified through the HRDD shall be addressed through an action plan developed by the UoC. The action plan shall be reviewed at least once every 2 years.</p> <p>Procedural Note <i>The RSPO Human Rights Working Group (HRWG) shall develop a guidance to assist members and UoCs in their compliance to Indicator 1.3.1 regarding their respective Human Rights Due Diligence obligations.</i> <i>The RSPO Human Rights Working Group (HRWG) shall develop a list of RSPO-recognised HRDD methodologies e.g., the UN Guiding Principles on Business and Human Rights, OECD (Refer to Annex 4).</i></p>	<p>The Unit of Certification shall identify existing and potential human rights impacts within its operations and its direct suppliers, through implementation of Human Rights Due Diligence (HRDD). Existing and potential human rights impacts identified through the HRDD shall be addressed through an action plan developed by the UoC. The action plan shall be reviewed at least once every 2 years.</p> <p>Procedural Note The RSPO Human Rights Working Group (HRWG) shall develop a guidance to assist members and UoCs in their compliance to Indicator 1.3.1 regarding their respective Human Rights Due Diligence obligations. The RSPO Human Rights Working Group (HRWG) shall develop a list of RSPO-recognised HRDD methodologies e.g., the UN Guiding Principles on Business and Human Rights, OECD (Refer to Annex 4).</p>	<p>Unit Sertifikasi harus mengidentifikasi dampak HAM yang ada maupun yang mungkin terjadi dalam operasinya dan pemasok langsungnya melalui pelaksanaan Uji Tuntas HAM.</p> <p>Dampak HAM yang ada dan mungkin terjadi, yang teridentifikasi melalui Uji Tuntas HAM harus ditangani melalui rencana aksi yang disusun oleh Unit Sertifikasi. Rencana aksi tersebut akan ditinjau setidaknya sekali dalam dua tahun oleh Unit Sertifikasi.</p> <p>Catatan Prosedural Kelompok Kerja HAM (HRWG) RSPO harus membuat sebuah panduan untuk membantu anggota dan Unit Sertifikasi dalam mematuhi Indikator 1.3.1 terkait kewajiban Uji Tuntas HAM masing-masing.</p>	<p><i>No changes on text</i></p> <p><i>Note : Indicator 1.3.1 becomes effective upon the issuance of the Human Rights Due Diligence (HRDD) implementation guideline developed by the RSPO Human Rights Working Group (HRWG) and endorsed by the Standards Standing Committee (SSC), with a 12-month transition period for the implementation of the HRDD guideline.</i></p>

Principle 2 - RSPO Growers operate legally and with accountability		Revised Criteria / Indicator (in English)	Revised Criteria / Indicator (in National Language - if applicable)	Reason for changes
Criteria/Indicator				
2.1	The Unit of Certification shall operate legally, in compliance with applicable legal requirements and ratified international laws and regulations.	The Unit of Certification shall operate legally, in compliance with applicable legal requirements and ratified international laws and regulations.	Unit Sertifikasi harus beroperasi secara legal dengan mematuhi persyaratan hukum yang berlaku dan peraturan perundang-undangan internasional yang telah diratifikasi.	No changes on text
2.1.1 (C)	The Unit of Certification shall comply with all applicable and relevant legal requirements*. <i>*National Interpretations shall determine all applicable national and local laws/regulations, including any ratified international laws and regulations.</i>	The Unit of Certification shall comply with all applicable and relevant legal requirements.	Unit Sertifikasi harus mematuhi semua persyaratan hukum yang berlaku dan relevan.	No changes on text <i>Note : a guideline will be provided to explain the relevant regulations.</i>
2.1.2	A documented system to ensure legal compliance shall be developed and implemented, with process(es) in place to track changes to any applicable and relevant laws/regulations. The system shall include evidence of <u>legal due diligence</u> /evaluation of legal compliance of <u>contractors</u> .	A documented system to ensure legal compliance shall be developed and implemented, with process(es) in place to track changes to any applicable and relevant laws/regulations. The system shall include evidence of legal due diligence/evaluation of legal compliance of contractors.	Unit Sertifikasi harus membuat dan melaksanakan sistem terdokumentasi untuk memastikan kepatuhan hukum, termasuk proses untuk melacak perubahan undang-undang/peraturan yang berlaku dan relevan. Sistem ini harus mencakup bukti uji tuntas/evaluasi terhadap kepatuhan hukum kontraktor.	No changes on text <i>Note : The guideline will further elaborate on the definition of 'contractor', specifically identifying which categories of contractors require due diligence. The guideline will also explain the form of the documented system.</i>
2.1.3 (C)	Evidence* of the Unit of Certification's legality of land operations shall be available. Legal or authorised boundaries shall be clearly demarcated and visibly maintained, and planting is within these legal or authorised boundaries. <i>*National Interpretations shall define the evidence required based on the country's context.</i>	Evidence of the Unit of Certification's legality of land operations shall be available. Legal or authorised boundaries shall be clearly demarcated and visibly maintained, and planting is within these legal or authorised boundaries.	Bukti legalitas lahan Unit Sertifikasi harus tersedia. Batas legal lahan atau yang diizinkan harus diberi tanda yang jelas dan terpelihara, serta penanaman dilakukan dalam batas legal lahan atau yang diizinkan.	No changes on text <i>Note : The guideline will clarify that the land legality evidence for the Unit of Certification refers to land certificate maps issued by the Ministry of Agrarian Affairs and Spatial Planning/National Land Agency (ATR/BPN)</i>
2.2	The Unit of Certification shall <u>engage</u> with <u>contractors</u> that are legally compliant.	The Unit of Certification shall engage with contractors that are legally compliant.	Unit Sertifikasi harus bekerja sama dengan kontraktor yang mematuhi hukum	No changes on text
2.2.1	The Unit of Certification shall maintain a list of the UoC's <u>contractors</u> *. <i>*Contractors involved in activities within the scope of the RSPO Principles and Criteria, including <u>contractors</u> providing operational services, supplying labour, or supplying FFB.</i>	The Unit of Certification shall maintain a list of the UoC's contractors within the scope of the RSPO Principles and Criteria, including contractors providing operational services and supplying labour.	Unit Sertifikasi harus mengelola daftar Kontraktor yang terlibat dalam kegiatan yang termasuk dalam cakupan Prinsip dan Kriteria RSPO, termasuk kontraktor yang menyediakan layanan operasional dan menyalurkan tenaga kerja.	Changes : removing "supplying FFB" since Fresh Fruit Bunch (FFB) suppliers are regulated under Criterion 2.3.
2.2.2	All contracts involving the Unit of Certification's <u>contractors</u> shall require the <u>contractor</u> to meet and demonstrate compliance to applicable and relevant national and local laws/regulations.	All contracts involving the Unit of Certification's contractors shall require the contractor to meet and demonstrate compliance to applicable and relevant national and local laws/regulations.	Semua kontrak yang melibatkan Unit Sertifikasi dengan kontraktor harus mensyaratkan kontraktor-nya untuk memenuhi dan menunjukkan kepatuhan terhadap hukum/peraturan yang berlaku dan relevan baik nasional maupun daerah.	No changes on text
2.2.3	All contracts involving the Unit of Certification's <u>contractors</u> shall disallow the use of <u>child labour</u> , <u>forced/trafficked labour</u> , and collection of <u>recruitment fees (and related costs)</u> from <u>workers</u> by the <u>contractor</u> .	All contracts involving the Unit of Certification's contractors shall disallow the use of child labour, forced/trafficked labour, and collection of recruitment fees (and related costs) from workers by the contractor.	Semua kontrak yang melibatkan Unit Sertifikasi dengan kontraktornya harus melarang praktik pekerja anak, kerja paksa/pekerja dari perdagangan manusia, dan pemungutan biaya perekrutan (dan biaya terkait lainnya) dari pekerja oleh kontraktornya.	No changes on text

2.3	<p>The Unit of Certification shall source Fresh Fruit Bunches (FFB) from legal and traceable suppliers.</p>	<p>The Unit of Certification shall source Fresh Fruit Bunches (FFB) from legal and traceable suppliers.</p>	<p>Unit Sertifikasi harus memperoleh Tandan Buah Segar (TBS) yang legal dan dari pemasok yang dapat ditelusuri.</p>	<p><i>No changes on text</i></p> <p><i>Note</i> : a general guideline for the criteria are: Information required by the Unit of Certification from Fresh Fruit Bunch (FFB) suppliers shall include, at a minimum:</p> <p>Geolocation coordinate data of the FFB supplier. Specifically, for FFB originating from home gardens, the coordinates of the village office or cooperative may be used.</p> <p>Proof of land tenure: such as a Land Statement Letter (Surat Keterangan Tanah – SKT), Customary Land Statement Letter (Surat Keterangan Tanah Adat – SKTA), Certificate of Land Ownership (Sertipikat Hak Milik – SHM), Right to Cultivate (Hak Guna Usaha – HGU), or other forms of land ownership recognized by the competent authority.</p> <p>Operational plantation permit, such as a Plantation Business Permit (Izin Usaha Perkebunan – IUP) or its equivalent (SPUP/ITUBP, etc.).</p>
2.3.1 (C)	<p>For all directly sourced FFB, the mill(s) within the Unit of Certification shall obtain documentation on the FFB origins and legality.</p> <p>Documentation* shall include: A) <u>Geolocation</u> of the FFB origin; B) Evidence of legal status of the land (including tenure and user rights) of the supply base or <u>smallholder</u>; and C) Where applicable, evidence of a legal business licence for the buying and selling of FFB.</p> <p><i>*National Interpretations shall determine commonly accepted local practices and customs for FFB legality that are generally accepted to be on a par with legal standing or accepted by authorities (e.g., native courts).</i></p>	<p>For all directly sourced FFB, the mill(s) within the Unit of Certification shall obtain documentation on the FFB origins and legality.</p> <p>Documentation* shall include: A) Geolocation of the FFB origin; B) Evidence of legal status of the land (including tenure and user rights) of the supply base or smallholder; and C) Where applicable, evidence of a legal business licence for the buying and selling of FFB.</p> <p><i>*National Interpretations shall determine commonly accepted local practices and customs for FFB legality that are generally accepted to be on a par with legal standing or accepted by authorities (e.g., native courts).</i></p>	<p>Untuk semua TBS yang diperoleh secara langsung, PKS dalam Unit Sertifikasi harus memiliki dokumentasi legalitas dan sumber TBS.</p> <p>Dokumentasi tersebut harus mencakup: A) geolokasi sumber TBS; B) bukti status legal lahan (termasuk hak penguasaan dan hak pemanfaatan) kebun pemasok atau pekebun; dan C) jika relevan, bukti izin usaha yang sah untuk kegiatan jual-beli TBS.</p>	<p><i>No changes on text</i></p>

2.3.2 (C)	<p>For all indirectly sourced FFB, the mill(s) within the Unit of Certification shall <u>engage</u> with such <u>suppliers</u> to ensure the FFB's traceability and legality. The UoC shall provide the annual percentage of its indirectly sourced FFB volume with available documentation during audits to demonstrate progress towards traceability and legality.</p> <p>Documentation* shall include: A) <u>Geolocation</u> of the FFB origin; B) Evidence of legal status of the land (including tenure and user rights) of the supply base and/or <u>smallholder</u>; and C) Where applicable, evidence of a legal business licence for the buying and selling of FFB.</p> <p><i>*National Interpretations shall determine commonly accepted local practices and customs for FFB legality that are generally accepted to be on a par with legal standing or accepted by authorities (e.g., native courts).</i></p>	<p>For all indirectly sourced FFB, the mill(s) within the Unit of Certification shall engage with such suppliers to ensure the FFB's traceability and legality. The UoC shall provide the annual percentage of its indirectly sourced FFB volume with available documentation during audits to demonstrate progress towards traceability and legality.</p> <p>Documentation* shall include: A) Geolocation of the FFB origin; B) Evidence of legal status of the land (including tenure and user rights) of the supply base and/or smallholder; and C) Where applicable, evidence of a legal business licence for the buying and selling of FFB.</p> <p><i>*National Interpretations shall determine commonly accepted local practices and customs for FFB legality that are generally accepted to be on a par with legal standing or accepted by authorities (e.g., native courts).</i></p>	<p>Untuk semua TBS yang diperoleh secara tidak langsung, PKS dalam Unit Sertifikasi harus bekerja sama dengan pemasok untuk memastikan ketelusuran TBS dan legalitasnya. Unit Sertifikasi harus menyediakan persentase tahunan dari volume sumber TBS tidak langsung. Unit Sertifikasi harus menyediakan dokumentasi selama audit untuk menunjukkan progres ketelusuran dan legalitasnya.</p> <p>Dokumentasi* tersebut harus mencakup: A) geolokasi sumber TBS; B) bukti status legal lahan (termasuk hak penguasaan dan hak pemanfaatan) kebun pemasok atau pekebun; dan C) jika relevan, bukti izin usaha yang sah untuk kegiatan jual-beli TBS.</p>	No changes on text
2.4	The Unit of Certification shall commit to uphold human rights, and to respect rights of <u>workers</u> and <u>stakeholders</u> affected by the UoC's business <u>operations</u> and conduct.	The Unit of Certification shall commit to uphold human rights, and to respect rights of workers and stakeholders affected by the UoC's business operations and conduct.	Unit Sertifikasi harus berkomitmen menjunjung tinggi HAM dan menghormati hak pekerja dan pemangku kepentingan yang terdampak kegiatan operasional dan praktik bisnis Unit Sertifikasi.	No changes on text <i>Notes</i> : The general guideline will outline the human rights framework along with applicable legal and regulatory references
2.4.1 (C)	<p>The Unit of Certification shall develop a policy or policies to respect the human rights of <u>workers</u>, <u>contractors</u>, <u>suppliers</u>, <u>affected communities</u>, and <u>Human Rights Defenders</u>. The policy or policies shall prohibit <u>negative actions</u> against affected <u>stakeholders</u> including Human Rights Defenders, complainants, <u>whistleblowers</u>, and/or <u>community</u> spokespersons who lodge complaints against the UoC.</p> <p>The policy or policies shall be <u>publicly available</u>.</p>	<p>The Unit of Certification shall develop a policy or policies to respect the human rights of workers, contractors, suppliers, affected communities, and Human Rights Defenders. The policy or policies shall prohibit negative actions against affected stakeholders including Human Rights Defenders, complainants, whistleblowers, and/or community spokespersons who lodge complaints against the UoC.</p> <p>The policy or policies shall be publicly available.</p>	<p>Unit Sertifikasi harus membuat kebijakan untuk menghormati HAM Pekerja, Kontraktor, Pemasok, Masyarakat Terdampak dan Pembela HAM . Kebijakan ini harus melarang Tindakan Negatif terhadap pemangku kepentingan terdampak, termasuk Pembela HAM, pihak pengadu, saksi pelapor/ pengungkap kasus, dan juru bicara masyarakat yang menyampaikan pengaduan terhadap Unit Sertifikasi.</p> <p>Kebijakan ini harus tersedia bagi publik.</p>	No changes on text <i>Notes</i> : a specific guideline is available to explain the implementation of this criterion
2.4.2	The policy or policies shall be implemented by the Unit of Certification and its contracted security services. The policy or policies shall be <u>socialised</u> to affected <u>stakeholders</u> in a language understood by them.	The policy or policies shall be implemented by the Unit of Certification and its contracted security services. The policy or policies shall be socialised to affected stakeholders in a language understood by them.	Kebijakan harus diterapkan oleh Unit Sertifikasi dan penyedia jasa keamanan yang dikontrak. Kebijakan tersebut harus disosialisasikan kepada pemangku kepentingan terdampak dengan bahasa yang mereka pahami.	No changes on text <i>Note</i> : a specific guideline is available to explain the implementation of this criterion

2.5	The Unit of Certification shall, in consultation with relevant <u>stakeholders</u>, develop and implement an accessible system to manage and resolve grievances regarding its business <u>operations</u> and conduct.	The Unit of Certification shall, in consultation with relevant stakeholders, develop and implement an accessible system to manage and resolve grievances regarding its business operations and conduct.	Unit Sertifikasi harus mengembangkan dan menerapkan sistem yang mudah diakses untuk mengelola dan menyelesaikan keluhan terkait operasi dan praktik bisnisnya melalui konsultasi dengan pemangku kepentingan yang relevan.	<i>No changes on text</i> <i>Note : a general guideline is available to explain the implementation of this criterion</i>
2.5.1 (C)	The Unit of Certification shall establish and implement an accessible and impartial grievance system. The system shall: A) Ensure <u>confidentiality</u> or anonymity, if requested; B) Be appropriate for potential complainants, especially <u>workers</u> and <u>affected communities</u> ; C) Take into account any specific needs of women and <u>children</u> ; D) Maintain independence and impartiality in handling grievance(s); E) Not prevent the use of other judicial or <u>non-judicial processes</u> independent of the UoC on the same issue by either party; and F) Provide safeguards to avoid potential reprisals or intimidation of complainant(s) as the result of lodging grievance(s).	The Unit of Certification shall establish and implement an accessible and impartial grievance system. The system shall: A) Ensure confidentiality or anonymity, if requested; B) Be appropriate for potential complainants, especially workers and affected communities; C) Take into account any specific needs of women and children; D) Maintain independence and impartiality in handling grievance(s); E) Not prevent the use of other judicial or non-judicial processes independent of the UoC on the same issue by either party; and F) Provide safeguards to avoid potential reprisals or intimidation of complainant(s) as the result of lodging grievance(s).	Unit Sertifikasi harus membentuk dan menerapkan sistem penanganan keluhan yang mudah diakses dan tidak memihak. Sistem ini harus: A) menjamin kerahasiaan atau anonimitas, jika diminta; B) sesuai untuk pihak yang berpotensi mengajukan pengaduan, khususnya pekerja dan masyarakat terdampak; C) mempertimbangkan kebutuhan khusus bagi perempuan dan anak-anak; D) menjaga independensi dan ketidakberpihakan dalam menangani keluhan; E) tidak menghalangi pihak manapun yang berselisih untuk menggunakan proses hukum atau non-hukum di luar Unit Sertifikasi untuk perkara yang sama; dan F) menyediakan perlindungan untuk mencegah kemungkinan adanya tindak balasan atau intimidasi terhadap pihak pengadu karena telah menyampaikan keluhan.	<i>No changes on text</i>
2.5.2	The Unit of Certification shall ensure availability, access, and <u>socialisation</u> of the grievance system to relevant <u>stakeholders</u> , especially <u>workers</u> and <u>affected communities</u> , in appropriate language(s) and format(s). Assistance shall be provided to relevant <u>stakeholders</u> including illiterate <u>stakeholders</u> or <u>vulnerable groups</u> who may face challenges during <u>socialisation</u> or gaining access to the grievance system.	The Unit of Certification shall ensure availability, access, and socialisation of the grievance system to relevant stakeholders, especially workers and affected communities, in appropriate language(s) and format(s). Assistance shall be provided to relevant stakeholders including illiterate stakeholders or vulnerable groups who may face challenges during socialisation or gaining access to the grievance system.	Unit Sertifikasi harus memastikan ketersediaan, akses, dan sosialisasi sistem penanganan keluhan untuk pemangku kepentingan yang relevan, khususnya pekerja dan masyarakat terdampak dalam bahasa dan format yang sesuai. Bantuan harus diberikan kepada pemangku kepentingan yang relevan, termasuk penyandang tunaaksara atau kelompok rentan yang mungkin kesulitan dalam menerima sosialisasi atau memperoleh akses ke sistem penanganan keluhan.	<i>No changes on text</i> <i>Note a specific guideline will outline appropriate methods for communicating information to individuals who are illiterate or have limited literacy skills.</i>

<p>2.5.3 (C)</p>	<p>The status of grievance(s) shall be recorded, maintained, and kept up-to-date. All grievance(s) raised shall be responded to, and should be resolved or be in the process of resolution.</p> <p>Records/documentation of grievance(s) shall include:</p> <p>A) Steps taken to resolve grievance(s);</p> <p>B) Procedures outlining the timeline in addressing the raised grievance(s);</p> <p>C) Outcomes of grievance resolution processes;</p> <p>D) Unresolved grievance(s), including status, issues affecting resolution, and steps taken by UoC for potential resolution; and</p> <p>E) Verification that a complainant (and their representatives, if any) are updated and informed on the progress and status of a case, in a language they understand.</p>	<p>The status of grievance(s) shall be recorded, maintained, and kept up-to-date. All grievance(s) raised shall be responded to, and should be resolved or be in the process of resolution.</p> <p>Records/documentation of grievance(s) shall include:</p> <p>A) Steps taken to resolve grievance(s);</p> <p>B) Procedures outlining the timeline in addressing the raised grievance(s);</p> <p>C) Outcomes of grievance resolution processes;</p> <p>D) Unresolved grievance(s), including status, issues affecting resolution, and steps taken by UoC for potential resolution; and</p> <p>E) Verification that a complainant (and their representatives, if any) are updated and informed on the progress and status of a case, in a language they understand.</p>	<p>Status penanganan keluhan harus dicatat, dipelihara, dan diperbarui. Semua keluhan yang diajukan harus direspon dan diselesaikan atau dalam proses penyelesaian.</p> <p>Rekaman/dokumentasi keluhan harus mencakup:</p> <p>A) langkah yang diambil untuk menyelesaikan keluhan;</p> <p>B) prosedur yang menguraikan jadwal penanganan keluhan yang telah disampaikan;</p> <p>C) hasil dari proses penyelesaian keluhan;</p> <p>D) keluhan yang belum selesai, mencakup status, isu yang menghambat penyelesaian, dan langkah yang diambil Unit Sertifikasi yang berpotensi untuk menyelesaikan keluhan; dan</p> <p>E) verifikasi bahwa pihak pengadu (dan perwakilannya, jika ada) diberi informasi terkini mengenai progres dan status kasusnya dalam bahasa yang dipahaminya.</p>	<p><i>No changes on text</i></p> <p><i>Note</i> : a guideline will be provided to clarify the types of evidence required to demonstrate implementation of this indicator.</p>
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Principle 3 - RSPO Growers optimise productivity, demonstrate traceability, and create positive Criteria/Indicator		Revised Criteria / Indicator (in English)	Revised Criteria / Indicator (in National Language - if	Reason for changes
3.1	The Unit of Certification shall develop and implement business plans to ensure long-term viability of the UoC.	The Unit of Certification shall develop and implement business plans to ensure long-term viability of the UoC.	Unit Sertifikasi harus menyusun dan melaksanakan rencana bisnis untuk memastikan keberlangsungan bisnis jangka panjang.	No changes on text
3.1.1 (C)	The Unit of Certification shall develop and implement a long-term business management plan. Where applicable, the plan shall include a jointly-developed business case for <u>scheme smallholders</u> .	The Unit of Certification shall develop and implement a long-term business management plan. Where applicable, the plan shall include a jointly-developed business case for scheme smallholders.	Unit Sertifikasi harus menyusun dan melaksanakan rencana pengelolaan bisnis jangka panjang. Jika relevan, rencana tersebut harus mencakup skema bisnis yang disusun bersama petani plasma.	No changes on text
3.1.2	An annual long-term <u>replanting</u> plan shall be developed, and reviewed annually.	An annual long-term replanting plan shall be developed, and reviewed annually.	Rencana tahunan jangka panjang penanaman kembali/replanting harus disusun dan ditinjau setiap tahun.	No changes on text
3.1.3	The business management plan shall be <u>reviewed annually by the UoC's management</u> to address risks, allow adaptive business planning, and for continuous improvements.	The business management plan shall be reviewed annually by the UoC's management to address risks, allow adaptive business planning, and for continuous improvements.	Rencana pengelolaan bisnis harus ditinjau setiap tahun oleh Unit Sertifikasi untuk memitigasi risiko, memungkinkan perencanaan bisnis yang adaptif, dan untuk peningkatan berkelanjutan.	No changes on text
3.2	The Unit of Certification shall ensure that operating procedures to optimise productivity are consistently documented, implemented, and monitored.	The Unit of Certification shall ensure that operating procedures to optimise productivity are consistently documented, implemented, and monitored.	Unit Sertifikasi harus memastikan bahwa prosedur operasional untuk mengoptimalkan produktivitas, didokumentasikan, dilaksanakan, dan dipantau secara konsisten.	No changes on text
3.2.1 (C)	The Unit of Certification shall develop and implement <u>Standard Operating Procedures (SOPs)</u> for its production <u>operations</u> aimed at optimising productivity.	The Unit of Certification shall develop and implement Standard Operating Procedures (SOPs) for its production operations aimed at optimising productivity.	Unit Sertifikasi harus menyusun dan melaksanakan Standar Operasional Prosedur (SOP) untuk kegiatan produksinya guna mengoptimalkan produktivitas.	No changes on text
3.2.2	The Unit of Certification's <u>SOPs</u> shall be monitored for consistent implementation. Records of monitoring, and any actions taken, shall be maintained and made available.	The Unit of Certification's SOPs shall be monitored for consistent implementation. Records of monitoring, and any actions taken, shall be maintained and made available.	Pelaksanaan Standar Operasional Prosedur (SOP) Unit Sertifikasi harus dipantau untuk memastikan konsistensinya. Rekaman pemantauan, beserta tindak lanjut yang telah dilakukan, harus dipelihara dan tersedia.	No changes on text
3.3	<p>The Unit of Certification shall conduct a comprehensive assessment of social and environmental impacts prior to <u>development of any new plantings or operations</u>, with a social and environmental management & monitoring plan developed.</p> <p><i>*National Interpretations should determine any country-specific legal requirements, together with any other issues not required by law but are nevertheless considered important.</i></p>	<p>The Unit of Certification shall conduct a comprehensive assessment of social and environmental impacts prior to development of any new plantings or operations, with a social and environmental management & monitoring plan developed.</p> <p><i>*National Interpretations should determine any country-specific legal requirements, together with any other issues not required by law but are nevertheless considered important.</i></p>	Unit Sertifikasi harus melakukan penilaian menyeluruh terhadap dampak sosial dan lingkungan sebelum memulai penanaman atau operasi baru, dengan menyusun rencana pengelolaan dan pemantauan sosial dan lingkungan.	No changes on text

3.3.1 (C)	In any <u>new plantings</u> or <u>operations</u> including mills, the Unit of Certification shall conduct an independent Social and Environmental Impact Assessment (SEIA). The SEIA shall be undertaken through <u>participatory methodology</u> involving the affected <u>stakeholders</u> .	In any new plantings or operations including mills, the Unit of Certification shall conduct an independent Social and Environmental Impact Assessment (SEIA). The SEIA shall be undertaken through participatory methodology involving the affected stakeholders.	Untuk semua penanaman atau operasi baru termasuk pabrik, Unit Sertifikasi harus melaksanakan Penilaian Dampak Sosial dan Lingkungan secara independen. Penilaian ini harus dilaksanakan melalui metodologi yang partisipatif dengan melibatkan para pemangku kepentingan terdampak.	<i>No changes on text</i>
3.3.2 (C)	The Unit of Certification shall ensure <u>SEIA(s)</u> are available, and social and environmental management & monitoring plans have been developed with the participation of affected <u>stakeholders</u> .	The Unit of Certification shall ensure SEIA(s) are available, and social and environmental management & monitoring plans have been developed with the participation of affected stakeholders.	Unit Sertifikasi harus memastikan Penilaian Dampak Sosial dan Lingkungan tersedia, dan rencana pengelolaan dan pemantauan sosial dan lingkungan telah disusun dengan partisipasi pemangku kepentingan yang terdampak.	<i>No changes on text</i>
3.3.3 (C)	The Unit of Certification's social and environment management & monitoring plan shall be implemented, reviewed, and updated at least once every two (2) years with the participation of <u>affected communities</u> and relevant <u>stakeholders</u> .	The Unit of Certification's social and environment management & monitoring plan shall be implemented and reviewed at least once every two (2) years. The plan shall be updated in the event of any changes with the participation of affected communities and relevant stakeholders.	Rencana pengelolaan dan pemantauan sosial dan lingkungan dari Unit Sertifikasi harus dilaksanakan dan ditinjau satu (1) kali dalam dua (2) tahun. Rencana tersebut diperbaharui jika ada perubahan dengan partisipasi dari masyarakat terdampak dan pemangku kepentingan terkait.	Changes : according to the Regulation of the Minister of Environment and Forestry of the Republic of Indonesia Number: P.23/MENLHK/SETJEN/KUM.1/7/2018 concerning the Criteria for Changes in Business and/or Activities and the Procedures for Amending Environmental Permits, changes to AMDAL or UKL-UPL documents are only required if there are modifications to the previously planned activities, such as technical changes, changes in area, and so on
3.4	<p>The Unit of Certification shall manage land responsibly and adopt Good Agriculture Practices (GAPs), towards optimising FFB <u>yields</u> and productivity.</p> <p><i>*National Interpretations shall determine national legal requirements and Good Agricultural Practices related to nutrition and nutrient management of oil palms.</i></p>	<p>The Unit of Certification shall manage land responsibly and adopt Good Agriculture Practices (GAPs), towards optimising FFB yields and productivity.</p> <p>*National Interpretations shall determine national legal requirements and Good Agricultural Practices related to nutrition and nutrient management of oil palms.</p>	Unit Sertifikasi harus mengelola lahan secara bertanggung jawab dan menerapkan Praktik Perkebunan Terbaik untuk mengoptimalkan hasil panen TBS dan produktivitas.	<i>No changes on text</i>
3.4.1	The Unit of Certification shall conduct annual estimates of its Fresh Fruit Bunch (FFB) <u>yield</u> potential.	The Unit of Certification shall conduct annual estimates of its Fresh Fruit Bunch (FFB) yield potential.	Unit Sertifikasi harus melakukan estimasi potensi produksi Tandan Buah Segar (TBS) setiap tahun.	<i>No changes on text</i>
3.4.2	Changes in soil fertility and plant nutrient levels shall be monitored, documented, and managed.	Changes in soil fertility and plant nutrient levels shall be monitored, documented, and managed.	Perubahan tingkat kesuburan tanah dan nutrisi tanaman harus dipantau, didokumentasikan, dan dikelola.	<i>No changes on text</i>

3.4.3	Good Agriculture Practices (GAPs), as contained in the Unit of Certification's <u>Standard Operating Procedures (SOPs)</u> , shall be followed to manage soil fertility, optimise <u>yields</u> , and minimise environmental impacts.	Good Agriculture Practices (GAPs), as contained in the Unit of Certification's Standard Operating Procedures (SOPs), shall be followed to manage soil fertility, optimise yields, and minimise environmental impacts.	Praktik Perkebunan Terbaik sebagaimana tercantum dalam Standar Operasional Prosedur (SOP) Unit Sertifikasi harus diterapkan untuk mengelola kesuburan tanah, mengoptimalkan hasil panen, dan meminimalkan dampak lingkungan.	<i>No changes on text</i>
3.5	Supply Chain Requirements for Mills (not applicable to <u>medium growers</u> and <u>scheme smallholders</u>) Procedural Note <i>The latest version of the RSPO Supply Chain Certification (SCC) Standard shall be referred to during the auditing of indicators in Criterion 3.5.</i>	Supply Chain Requirements for Mills (not applicable to medium growers and scheme smallholders) Procedural Note The latest version of the RSPO Supply Chain Certification (SCC) Standard shall be referred to during the auditing of indicators in Criterion 3.5.	Persyaratan Rantai Pasok (tidak berlaku terhadap perusahaan perkebunan menengah dan pekebun plasma) Catatan Prosedural Versi terbaru Standar Sertifikasi Rantai Pasok (SCC) harus menjadi acuan selama mengaudit indikator dalam Kriteria 3.5.	<i>No changes on text</i>
3.5.1 (C)	The Unit of Certification shall record and make available the actual annual production tonnage of RSPO certified crude palm oil (CPO) and palm kernel (PK) at the UoC's mill(s) for the previous year or the previous 12-month period.	The Unit of Certification shall record and make available the actual annual production tonnage of RSPO certified crude palm oil (CPO) and palm kernel (PK) at the UoC's mill(s) for the previous year or the previous 12-month period.	Unit Sertifikasi harus mencatat dan menyediakan data produksi aktual tahunan terkait minyak sawit mentah (CPO) dan Inti Sawit (PK) bersertifikat RSPO di PKS-nya untuk tahun sebelumnya atau 12 bulan sebelumnya.	<i>No changes on text</i>
3.5.2 (C)	The Unit of Certification shall record and make available the estimated annual production tonnage of RSPO certified crude palm oil (CPO) and palm kernel (PK) of the UoC's mill(s), based on the documented and recorded mill-specific <u>Oil Extraction Rate (OER)</u> and Kernel Extraction Rate (KER).	The Unit of Certification shall record and make available the estimated annual production tonnage of RSPO certified crude palm oil (CPO) and palm kernel (PK) of the UoC's mill(s), based on the documented and recorded mill-specific Oil Extraction Rate (OER) and Kernel Extraction Rate (KER).	Unit Sertifikasi harus mencatat dan menyediakan data estimasi produksi tahunan Minyak Sawit Mentah (CPO) dan Inti Sawit (PK) bersertifikat RSPO di PKS-nya berdasarkan Rendemen Minyak Sawit (OER) dan Rendemen Inti Sawit (KER) yang terdokumentasi dan tercatat khusus untuk PKS tersebut.	<i>No changes on text</i>
3.5.3 (C)	Documented Procedures - The Unit of Certification shall have complete and up-to-date documented procedures for the implementation of all elements of the RSPO supply chain model (<u>Mass Balance</u> or <u>Identity Preserved</u>) applicable to the UoC's mill(s).	Documented Procedures - The Unit of Certification shall have complete and up-to-date documented procedures for the implementation of all elements of the RSPO supply chain model (<u>Mass Balance</u> or <u>Identity Preserved</u>) applicable to the UoC's mill(s).	Prosedur Terdokumentasi – Unit Sertifikasi harus melengkapi dan memperbarui prosedur terdokumentasi untuk pelaksanaan semua unsur dalam model rantai pasok RSPO (Keseimbangan Massa dan Penjagaan Identitas) yang berlaku di PKS-nya.	<i>No changes on text</i>
3.5.4 (C)	Internal Audit - The Unit of Certification shall have a documented procedure to conduct an annual internal audit to determine whether the UoC's mill(s) conforms to the requirements in the RSPO Supply Chain Requirements for Mills (<i>Criterion 3.5</i>) and the 'RSPO Rules on Market Communications and Claims'.	Internal Audit - The Unit of Certification shall have a documented procedure to conduct an annual internal audit to determine whether the UoC's mill(s) conforms to the requirements in the RSPO Supply Chain Requirements for Mills (<i>Criterion 3.5</i>) and the 'RSPO Rules on Market Communications and Claims'.	Audit Internal – Unit Sertifikasi harus memiliki prosedur terdokumentasi untuk melaksanakan audit internal tahunan guna menentukan pemenuhan PKS terhadap 'Persyaratan Rantai Pasok RSPO untuk PKS' (Kriteria 3.5) dan 'Aturan RSPO tentang Komunikasi Pasar dan Klaim'.	<i>No changes on text</i>

3.5.5 (C)	<p>Purchasing and Goods In - The Unit of Certification shall monitor the level of FFB sourcing at its mill(s).</p> <p>Monitoring for the UoC's level of FFB sourcing shall include:</p> <p>A) Verification and documentation of the tonnage and sources of certified and non-certified FFB received;</p> <p>B) Informing the UoC's Certification Body immediately in cases of projected overproduction of certified volume; and</p> <p>C) Process(s)/procedure(s) for the handling and/or documentation of non-conforming FFB.</p>	<p>Purchasing and Goods In - The Unit of Certification shall monitor the level of FFB sourcing at its mill(s).</p> <p>Monitoring for the UoC's level of FFB sourcing shall include:</p> <p>A) Verification and documentation of the tonnage and sources of certified and non-certified FFB received;</p> <p>B) Informing the UoC's Certification Body immediately in cases of projected overproduction of certified volume; and</p> <p>C) Process(s)/procedure(s) for the handling and/or documentation of non-conforming FFB.</p>	<p>Pembelian dan Barang Masuk – Unit Sertifikasi harus memantau tingkat perolehan TBS di PKS-nya.</p> <p>Pemantauan tingkat perolehan TBS Unit Sertifikasi harus mencakup:</p> <p>A) verifikasi dan dokumentasi tonase dan sumber TBS bersertifikat dan tidak bersertifikat yang diterima;</p> <p>B) pemberitahuan segera kepada Lembaga Sertifikasi Unit Sertifikasi jika ada proyeksi kelebihan produksi volume bersertifikat; dan</p> <p>C) proses/prosedur untuk menangani dan/atau mendokumentasikan TBS yang tidak sesuai.</p>	<i>No changes on text</i>
3.5.6 (C)	<p>Sales and Goods Out - The Unit of Certification shall ensure that key information necessary for the UoC's RSPO certified palm oil and oil palm products is complete and available in document form.</p>	<p>Sales and Goods Out - The Unit of Certification shall ensure that key information necessary for the UoC's RSPO certified palm oil and oil palm products is complete and available in document form.</p>	<p>Penjualan dan Barang Keluar – Unit Sertifikasi harus memastikan informasi penting yang dibutuhkan terkait minyak sawit dan produk sawit bersertifikat RSPO dilengkapi dan disediakan dalam bentuk dokumen.</p>	<i>No changes on text</i>
3.5.7 (C)	<p>Outsourcing Activities - The Unit of Certification shall not outsource milling activities at its mill(s). In cases where the UoC's mill(s) outsource any activities to independent third parties (e.g., subcontractors for storage or transport), the UoC shall ensure that the independent third party complies with the relevant requirements of the RSPO Supply Chain Requirements for Mills (<i>Criterion 3.5</i>).</p>	<p>Outsourcing Activities - The Unit of Certification shall not outsource milling activities at its mill(s). In cases where the UoC's mill(s) outsource any activities to independent third parties (e.g., subcontractors for storage or transport), the UoC shall ensure that the independent third party complies with the relevant requirements of the RSPO Supply Chain Requirements for Mills (<i>Criterion 3.5</i>).</p>	<p>Kegiatan Alih Daya – Unit Sertifikasi tidak boleh melakukan alih daya untuk kegiatan pengolahan di PKS-nya.</p> <p>Jika terdapat kegiatan yang dialihdayakan kepada pihak ketiga yang independen (misalnya subkontraktor untuk penyimpanan dan pengangkutan), maka Unit Sertifikasi harus memastikan bahwa pihak ketiga independen tersebut mematuhi persyaratan yang relevan dalam Persyaratan Rantai Pasok RSPO untuk PKS (<i>Kriteria 3.5</i>).</p>	<i>No changes on text</i>
3.5.8 (C)	<p>Prior to its next audit, the Unit of Certification shall record and make available in advance to its appointed Certification Body the details of all <u>contractors</u> that physically handle the UoC's RSPO certified palm oil and oil palm products.</p>	<p>Prior to its next audit, the Unit of Certification shall record and make available in advance to its appointed Certification Body the details of all contractors that physically handle the UoC's RSPO certified palm oil and oil palm products.</p>	<p>Sebelum pelaksanaan audit berikutnya, Unit Sertifikasi harus mencatat dan menyediakan terlebih dahulu kepada Lembaga Sertifikasi yang ditunjuk, rincian semua kontraktor yang menangani langsung minyak sawit dan produk sawit bersertifikat RSPO miliknya</p>	<i>No changes on text</i>

3.5.9 (C)	Record Keeping - The Unit of Certification shall maintain accurate, complete, up-to-date, and accessible records/reports covering all relevant aspects of the RSPO Supply Chain Certification (SCC) Standard requirements.	Record Keeping - The Unit of Certification shall maintain accurate, complete, up-to-date, and accessible records/reports covering all relevant aspects of the RSPO Supply Chain Certification (SCC) Standard requirements.	Penyimpanan Catatan – Unit Sertifikasi harus memelihara catatan/laporan yang akurat, lengkap, terbaru, dan mudah diakses yang mencakup semua aspek yang relevan terhadap persyaratan Standar Sertifikasi Rantai Pasok (SCC) RSPO.	<i>No changes on text</i>
3.5.10 (C)	Processing - For the <u>Identity Preserved</u> supply chain module, the Unit of Certification shall assure and verify through documented procedures and record keeping that RSPO certified palm oil and oil palm products is kept separated from non-certified palm oil and oil palm products at the UoC's mill(s).	Processing - For the Identity Preserved supply chain module, the Unit of Certification shall assure and verify through documented procedures and record keeping that RSPO certified palm oil and oil palm products is kept separated from non-certified palm oil and oil palm products at the UoC's mill(s).	Pengolahan - Untuk modul rantai pasok Penjagaan Identitas, Unit Sertifikasi harus menjamin dan memverifikasi melalui prosedur terdokumentasi dan penyimpanan catatan bahwa minyak sawit dan produk sawit bersertifikat RSPO tetap terpisah dari yang tidak bersertifikat.	<i>No changes on text</i>
3.5.11 (C)	The Unit of Certification and its mill(s) shall comply to all registration/reporting requirements for the appropriate RSPO supply chain module (<u>Mass Balance</u> or <u>Identity Preserved</u>) through the RSPO Information System.	The Unit of Certification and its mill(s) shall comply to all registration/reporting requirements for the appropriate RSPO supply chain module (Mass Balance or Identity Preserved) through the RSPO Information System.	Unit Sertifikasi dan PKS-nya harus mematuhi semua persyaratan pendaftaran/pelaporan untuk modul rantai pasok RSPO yang sesuai (Keseimbangan Massa atau Penjagaan Identitas) melalui Sistem Informasi RSPO.	<i>No changes on text</i>
3.5.12 (C)	The Unit of Certification and its mill(s) shall only make sustainability claims regarding the production of RSPO certified palm oil and oil palm products that are in compliance with the 'RSPO Rules on Market Communications & Claims'.	The Unit of Certification and its mill(s) shall only make sustainability claims regarding the production of RSPO certified palm oil and oil palm products that are in compliance with the 'RSPO Rules on Market Communications & Claims'.	Unit Sertifikasi dan PKS-nya harus membuat klaim keberlanjutan terkait produksi minyak sawit dan produk sawit bersertifikat RSPO, hanya jika sesuai dengan 'Aturan RSPO mengenai Komunikasi Pasar dan Klaim'.	<i>No changes on text</i>

Principle 4 - RSPO Growers respect community and human rights, and deliver benefits		Revised Criteria / Indicator (in English)	Revised Criteria / Indicator (in National Language - if available)	Reason for changes
Criteria/Indicator				
4.1	There is a mutually agreed and documented process for dealing with conflict or dispute over land and other resources which is implemented and accepted by all affected parties.	There is a mutually agreed and documented process for dealing with conflict or dispute over land and other resources which is implemented and accepted by all affected parties.	Tersedia proses yang disepakati bersama dan terdokumentasi untuk menangani konflik atau sengketa lahan dan sumber daya lainnya yang dilaksanakan dan diterima oleh semua pihak terdampak.	No changes on text
4.1.1 (C)	In the event there is a conflict or dispute over land and other resources, the Unit of Certification shall have a mutually agreed process, open to all affected parties, that resolves conflict or dispute over land and other resources in an effective, timely, and appropriate manner. The process shall ensure anonymity of complainants, <u>HRDs</u> , <u>community</u> spokespersons, and <u>whistleblowers</u> , where requested, without risk of reprisal or intimidation, and shall follow the latest RSPO policy on respect for <u>Human Rights Defenders</u> .	In the event there is a conflict or dispute over land and other resources, the Unit of Certification shall have a mutually agreed process, open to all affected parties, that resolves conflict or dispute over land and other resources in an effective, timely, and appropriate manner. The process shall ensure anonymity of complainants, HRDs, community spokespersons, and whistleblowers, where requested, without risk of reprisal or intimidation, and shall follow the latest RSPO policy on respect for Human Rights Defenders.	Jika terdapat konflik atau sengketa lahan dan sumber daya lainnya, Unit Sertifikasi harus memiliki proses yang disepakati bersama, terbuka terhadap semua pihak terdampak untuk menyelesaikan konflik atau sengketa lahan dan sumber daya lainnya secara efektif, tepat waktu, dan sebagaimana mestinya. Proses ini harus memastikan anonimitas pelapor, Pembela HAM, juru bicara masyarakat, saksi pengungkap/pelapor (jika diminta), tanpa risiko tindak balasan atau intimidasi, dan sesuai dengan kebijakan terbaru RSPO mengenai penghormatan terhadap Pembela HAM.	No changes on text
4.1.2	The process includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.	The conflict resolution mechanism includes the option of access to independent legal and technical advice. The complainants have the freedom to choose individuals or groups to support them and/or act as observers. The parties can choose the option to engage a third-party mediator.	Proses penyelesaian konflik atau sengketa lahan dan sumber daya lainnya mencakup opsi untuk mendapatkan akses bantuan hukum dan teknis dari pihak independen.Kebebasan pelapor untuk memilih individu atau kelompok yang dapat mendukungnya dan/atau bertindak sebagai pengamat.Para pihak memiliki opsi untuk memperoleh mediator pihak ketiga.	Changes: Following INA NI 2020
4.1.3	The process is understood by the affected parties, including by illiterate parties.	The process is understood by the affected parties, including by illiterate parties.	Proses penyelesaian konflik atau sengketa lahan dan sumber daya lainnya dipahami oleh pihak terdampak termasuk penyandang tunaaksara.	No changes on text
4.1.4	The Unit of Certification shall keep parties to a conflict or dispute informed of its progress, including against agreed timeframes, and the outcome is available and communicated to relevant <u>stakeholders</u> .	The Unit of Certification shall keep parties to a conflict or dispute informed of its progress, including against agreed timeframes, and the outcome is available and communicated to relevant stakeholders.	Unit Sertifikasi harus menginformasikan perkembangan penanganan konflik atau sengketa kepada para pihak, termasuk kerangka waktu yang disepakati, hasilnya tersedia dan dikomunikasikan kepada pemangku kepentingan yang relevan.	No changes on text

4.2	The Unit of Certification contributes to local sustainable development as agreed through consultation with <u>local communities</u>.	The Unit of Certification contributes to local sustainable development as agreed through consultation with local communities.	Unit Sertifikasi berkontribusi terhadap pembangunan berkelanjutan di tingkat lokal sebagaimana disepakati melalui konsultasi dengan masyarakat setempat	<i>No changes on text</i>
4.2.1	Contributions to community development that are based on the results of consultation with <u>local communities</u> shall be demonstrated.	Contributions to community development that are based on the results of consultation with local communities shall be demonstrated.	Kontribusi kepada pengembangan masyarakat berdasarkan hasil konsultasi dengan masyarakat setempat harus dapat ditunjukkan.	<i>No changes on text</i>
4.3	Use of the land for oil palm does not diminish the legal, customary, or user rights of other users without their Free, Prior and Informed Consent.	Use of the land for oil palm does not diminish the legal, customary, or user rights of other users without their Free, Prior and Informed Consent.	Penggunaan lahan untuk kelapa sawit tidak mengurangi hak legal, hak adat, atau hak penggunaan lahan yang dimiliki pengguna lainnya, tanpa Keputusan Bebas, Didahulukan, dan Diinformasikan (KBDD) dari mereka.	<i>No changes on text</i>
4.3.1 (C)	Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed (FPIC) process. Documents related to the history of land tenure and the actual legal or customary use of the land are available.	Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed (FPIC) process. Documents related to the history of land tenure and the actual legal or customary use of the land are available.	Tersedia dokumen yang menunjukkan kepemilikan atau sewa secara legal, atau izin penggunaan lahan adat yang diberikan oleh pemilik lahan adat (ulayat) melalui proses Keputusan Bebas, Didahulukan, dan Diinformasikan (KBDD). Tersedia dokumen riwayat penguasaan dan penggunaan lahan aktual secara legal atau adat.	<i>No changes on text</i>

4.3.2	<p>Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:</p> <p>A) Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities' and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making;</p> <p>B) Evidence that the Unit of Certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken; and</p> <p>C) Evidence that the legal, economic, environmental, and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the Unit of Certification's title, concession, or lease on the land.</p>	<p>Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:</p> <p>A) Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities' and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making;</p> <p>B) Evidence that the Unit of Certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken; and</p> <p>C) Evidence that the legal, economic, environmental, and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the Unit of Certification's title.</p>	<p>Tersedia salinan dokumen yang membuktikan proses pembuatan kesepakatan dan perjanjian hasil negosiasi yang memerinci proses KBDD. Dokumen tersebut mencakup :</p> <p>A) Bukti telah dikembangkannya rencana melalui konsultasi dan diskusi yang diselenggarakan dengan iktikad baik bersama semua kelompok masyarakat yang terdampak, dengan jaminan secara khusus bahwa kelompok rentan, minoritas, dan gender turut diminta pendapatnya. Bukti ini juga menerangkan bahwa informasi sudah diberikan kepada semua kelompok terdampak tersebut, termasuk informasi tentang langkah yang diambil untuk melibatkan kelompok tersebut dalam pengambilan keputusan;</p> <p>B) Bukti bahwa Unit Sertifikasi menghormati keputusan setuju atau tidaknya masyarakat terhadap operasi pada saat keputusan tersebut diambil; dan</p> <p>C) Bukti telah dipahami dan diterimanya konsekuensi legal, ekonomi, lingkungan, dan sosial oleh masyarakat terdampak jika menyetujui operasi yang akan</p>	<i>No changes on text</i>
4.3.3 (C)	<p>Maps of an appropriate scale showing the extent of recognised legal, customary, or user rights are developed through <u>participatory mapping</u> involving affected parties (including neighbouring <u>communities</u> where applicable, and relevant authorities).</p>	<p>Maps of an appropriate scale showing the extent of recognised legal, customary, or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p>	<p>Peta-peta dengan skala yang sesuai, yang menunjukkan hak legal, hak adat, atau hak penggunaan lahan yang diakui dikembangkan melalui pemetaan partisipatif, yang melibatkan para pihak terdampak (termasuk masyarakat yang berbatasan langsung jika ada, dan pihak berwenang yang relevan).</p>	<i>No changes on text</i>
4.3.4	<p>All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p>	<p>All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p>	<p>Tersedia informasi yang relevan dalam bentuk dan bahasa yang sesuai, termasuk penilaian dampak, pembagian keuntungan yang diajukan, dan pengaturan secara hukum.</p>	<i>No changes on text</i>
4.3.5 (C)	<p>Evidence is available to show that <u>communities</u> are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose.</p>	<p>Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose.</p>	<p>Tersedia bukti bahwa masyarakat diwakili oleh lembaga atau perwakilan yang mereka pilih sendiri, termasuk penasihat hukum jika mereka memilih demikian.</p>	<i>No changes on text</i>

4.3.6	There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.	There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.	Tersedia bukti tinjauan tahunan tentang pelaksanaan perjanjian hasil negosiasi melalui proses KBDD. Peninjauan tersebut melalui konsultasi dengan pihak-pihak terdampak.	<i>No changes on text</i>
4.4	No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary, or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.	No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary, or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.	Tidak ada penanaman baru dilakukan di lahan masyarakat setempat tanpa proses KBDD, jika dapat dibuktikan adanya hak legal, hak adat, atau hak penggunaan lahan di lahan tersebut. Hal ini dilakukan melalui sistem terdokumentasi agar masyarakat tersebut dan pemangku kepentingan lainnya dapat menyampaikan pandangannya melalui lembaga perwakilannya sendiri.	<i>No changes on text</i>
4.4.1 (C)	Documents showing identification and assessment of demonstrable legal, customary, and user rights are available.	Documents showing identification and assessment of demonstrable legal, customary, and user rights are available.	Tersedia dokumen yang menunjukkan identifikasi dan penilaian terhadap hak legal, hak adat, dan hak penggunaan lahan.	<i>No changes on text</i>
4.4.2 (C)	FPIC is obtained for all <u>oil palm development</u> through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands, and resources via <u>local communities'</u> own representative institutions, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.	FPIC is obtained for all new oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions. All the relevant information and documents are made available, and community have option of resourced access to independent third-party advice through a documented, long-term and two-way process of consultation and negotiation.	Tersedia bukti-bukti implementasi KBDD yang menyeluruh dalam pengembangan kebun kelapa sawit baru, yang khususnya mencakup penghormatan sepenuhnya terhadap hak-hak legal dan adat masyarakat atas wilayah, lahan, dan sumber dayanya, melalui lembaga perwakilan masyarakat setempat. Semua informasi dan dokumen yang terkait disediakan, dan masyarakat diberikan opsi untuk mendapatkan akses penuh dan lengkap terhadap masukan dari pihak ketiga yang independen melalui proses konsultasi dan negosiasi yang terdokumentasi, bersifat jangka panjang dan dua arah.	<i>Changes</i> : Following INA NI 2020. Add term "new" on "new oil palm development".

4.4.3	Evidence is available that affected <u>local peoples</u> understand they have the right to say 'no' to <u>operations</u> planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the Unit of Certification is signed and ratified by these <u>local peoples</u> . Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new <u>operations</u> .	Evidence is available that affected local peoples understand they have the right to 'agree' or 'not agree' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the Unit of Certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.	Tersedia bukti bahwa masyarakat terdampak memahami hak mereka untuk menyatakan 'setuju' atau 'tidak setuju' terhadap operasi yang direncanakan di lahan mereka sebelum dan selama tahap diskusi awal, pengumpulan informasi dan konsultasi, serta negosiasi hingga tercapainya kesepakatan tertulis dengan pihak unit sertifikasi dan diakui oleh masyarakat lokal. Kesepakatan hasil negosiasi bersifat tidak memaksa, ditandatangani secara sukarela dan dicapai sebelum dimulainya operasi baru	changes : following INA NI 2020. change phrase "to say 'no'" into "to 'agree' or 'not agree'"
4.4.4	To ensure local food and <u>water security</u> , as part of the FPIC process, participatory <u>SEIA</u> , and participatory land-use planning with <u>local peoples</u> , the full range of food and water provisioning options are considered. There is transparency of the land allocation process.	To ensure local food and water security, as part of the FPIC process, participatory SEIA, and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process.	Untuk memastikan ketahanan pangan dan ketersediaan air sebagai bagian dari proses KBDD, penilaian dampak sosial dan lingkungan partisipatif, dan rencana penggunaan lahan partisipatif bersama masyarakat setempat, maka opsi-opsi pengalokasian lahan untuk penyediaan sumber pangan dan air secara lengkap perlu dipertimbangkan. Pengalokasian lahan tersebut dilakukan secara transparan.	<i>No changes on text</i>
4.4.5	Evidence is available that the <u>affected communities</u> and <u>rights</u> holders have had the option to access information and advice that is independent of the project proponent, concerning the legal, economic, environmental, and social implications of the proposed <u>operations</u> on their lands.	Evidence is available that the affected communities and rights holders have had the option to access information and advice that is independent of the project proponent, concerning the legal, economic, environmental, and social implications of the proposed operations on their lands.	Tersedia bukti bahwa masyarakat dan pemegang hak yang terkena dampak memiliki opsi mengakses informasi dan masukan yang tidak dipengaruhi oleh pemrakarsa proyek terkait dengan implikasi legal, ekonomi, lingkungan dan sosial dari rencana operasional di lahan mereka.	<i>No changes on text</i>
4.4.6	Evidence is available that the <u>communities</u> (or their representatives) gave consent to the initial planning phases of the <u>operations</u> prior to the issuance of a new concession or land title to the operator.	Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.	Tersedia bukti persetujuan masyarakat atau perwakilannya terhadap perencanaan awal operasi lahan sebelum diterbitkannya konsesi atau hak atas tanah baru kepada pemrakarsa proyek.	<i>No changes on text</i>

4.4.7	New lands will not be acquired for <u>plantations</u> and mills after 15 November 2018 as a result of recent (2005 or later) <u>expropriations</u> in the national interest without consent (eminent domain), except in cases of <u>smallholders</u> benefitting from agrarian reform or anti-drug programmes.	New lands will not be acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations in the national interest without consent (eminent domain), except in cases of smallholders benefitting from agrarian reform or other government programmes .	Setelah tanggal 15 November 2018, tidak ada lahan baru yang diperoleh untuk perkebunan dan PKS, yang berasal dari pengambilalihan lahan oleh negara untuk kepentingan nasional tanpa disertai proses KBDD (setelah November 2005), kecuali dalam kasus-kasus pekebun yang mendapat manfaat dari reforma agraria atau program pemerintah lainnya.	changes : Replace 'anti-drug programmes' with ' other government programmes '
4.4.8 (C)	New lands are not acquired in areas inhabited by <u>communities</u> in <u>voluntary isolation</u> .	New lands are not acquired in areas inhabited by communities in voluntary isolation.	Tidak ada lahan baru yang diperoleh di area yang didiami oleh masyarakat yang mengisolasi diri secara sukarela.	<i>No changes on text</i>
4.5	Any negotiations concerning compensation for loss of legal, customary, or user rights are dealt with through a documented system that enables <u>indigenous peoples, local communities, and other stakeholders</u> to express their views through their own representative institutions.	Any negotiations concerning compensation for loss of legal, customary, or user rights are dealt with through a documented system that enables indigenous peoples, local communities, and other stakeholders to express their views through their own representative institutions.	Semua negosiasi untuk kompensasi hilangnya hak legal, hak adat, atau hak penggunaan lahan dilakukan melalui sistem terdokumentasi yang dapat digunakan masyarakat adat, masyarakat setempat, dan pemangku kepentingan lainnya untuk menyampaikan pendapat melalui lembaga perwakilannya sendiri.	<i>No changes on text</i>
4.5.1 (C)	The Unit of Certification shall develop a mutually agreed procedure for identifying legal, customary, or user rights, and ensure that a procedure for identifying people entitled to compensation is in place.	The Unit of Certification shall develop a mutually agreed procedure for identifying legal, customary, or user rights, and ensure that a procedure for identifying people entitled to compensation is in place.	Unit Sertifikasi harus menyusun prosedur yang disepakati bersama untuk mengidentifikasi hak legal, hak adat, atau hak penggunaan lahan, dan memastikan berjalannya prosedur untuk mengidentifikasi orang yang berhak mendapatkan kompensasi.	<i>No changes on text</i>
4.5.2 (C)	The Unit of Certification shall develop a mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored, and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.	The Unit of Certification shall develop a mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored, and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.	Unit Sertifikasi harus menyusun prosedur yang disepakati bersama untuk menghitung dan memberikan kompensasi yang adil dan setara secara gender (dalam bentuk uang atau lainnya). Prosedur tersebut dibuat, dilaksanakan, dipantau, dan dievaluasi secara partisipatif, serta tindakan perbaikan dilakukan berdasarkan hasil evaluasi tersebut.	<i>No changes on text</i>
4.5.3	The Unit of Certification shall provide evidence that equal opportunities are provided to both men and women to hold land titles for small holdings.	The Unit of Certification shall provide evidence that equal opportunities are provided to both men and women to hold land titles for small holdings. (where permitted by law, customary practices, and/or local agreements)	Unit Sertifikasi harus menyediakan bukti bahwa kesempatan yang setara diberikan kepada laki-laki dan perempuan untuk memegang hak atas tanah untuk penguasaan lahan. (jika dimungkinkan berdasarkan hukum, adat istiadat, dan/ atau kesepakatan setempat).	Changes : following INA NI 2020. add " (where permitted by law, customary practices, and/or local agreements) " in last clause.

4.5.4	The Unit of Certification shall document the process and outcomes of any negotiated agreements, compensation, and payments, with evidence of the participation of affected parties, and made <u>publicly available</u> to them.	The Unit of Certification shall document the process and outcomes of any negotiated agreements, compensation, and payments, with evidence of the participation of affected parties, and made publicly available to them.	Unit Sertifikasi harus mendokumentasikan proses dan hasil dari semua perjanjian, kompensasi, dan pembayaran hasil negosiasi, lengkap dengan bukti partisipasi pihak terdampak. Dokumentasi ini tersedia untuk pihak tersebut.	<i>No changes on text</i>
4.6	Where it can be demonstrated that <u>local peoples</u> have legal, customary, or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.	Where it can be demonstrated that local peoples have legal, customary, or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.	Jika dapat dibuktikan bahwa masyarakat setempat memiliki hak legal, hak adat, atau hak penggunaan lahan, maka masyarakat tersebut diberikan kompensasi atas perolehan lahan dan pelepasan hak yang disepakati, dengan tunduk pada KBDD dan perjanjian hasil negosiasi.	<i>No changes on text</i>
4.6.1 (C)	The Unit of Certification shall ensure that a mutually agreed procedure for identifying people entitled to compensation is in place.	The Unit of Certification shall ensure that a mutually agreed procedure for identifying people entitled to compensation is in place.	Unit Sertifikasi harus memastikan tersedianya prosedur yang disepakati bersama untuk mengidentifikasi orang yang berhak mendapatkan kompensasi.	<i>No changes on text</i>
4.6.2 (C)	The Unit of Certification shall ensure that a mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties.	The Unit of Certification shall ensure that a mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties.	Unit Sertifikasi harus memastikan tersedianya prosedur yang disepakati bersama untuk menghitung dan memberikan kompensasi yang adil (dalam bentuk uang atau lainnya) kepada pihak terdampak, didokumentasikan, dan tersedia untuk pihak terdampak.	<i>No changes on text</i>
4.6.3	The Unit of Certification shall ensure that <u>communities</u> that have lost access and rights to land for <u>plantation</u> expansion are given opportunities to benefit from <u>plantation</u> development.	The Unit of Certification shall ensure that communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development.	Unit Sertifikasi harus memastikan tersedianya bukti bahwa masyarakat yang kehilangan akses dan hak atas tanah untuk perluasan perkebunan, diberi kesempatan untuk memperoleh manfaat dari pengembangan perkebunan.	<i>No changes on text</i>
4.7	The right to use the land is demonstrated and is not legitimately contested by <u>local people</u> who can demonstrate that they have legal, customary, or user rights.	The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrate that they have legal, customary, or user rights.	Hak penggunaan lahan dapat dibuktikan dan tidak digugat secara hukum oleh masyarakat setempat yang dapat membuktikan kepemilikan hak legal, hak adat, atau hak penggunaan lahan.	<i>No changes on text</i>

4.7.1	Where there are or have been disputes, the Unit of Certification shall provide proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition, and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC.	Where there are or have been disputes, the Unit of Certification shall provide proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition, and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC.	Apabila terdapat atau sudah pernah terjadi sengketa, Unit Sertifikasi harus menyediakan bukti pengambilalihan hak atas tanah secara legal dan bukti pemberian kompensasi sebagaimana telah disepakati bersama kepada semua orang yang sebelumnya memiliki hak legal, hak adat, atau hak penggunaan pada saat pengambilalihan lahan. Bukti tersebut juga disediakan untuk pihak yang terlibat dalam sengketa, dan menunjukkan bahwa setiap kompensasi diterima melalui proses KBDD yang terdokumentasi.	<i>No changes on text</i>
4.7.2 (C)	The Unit of Certification shall ensure that land conflict is not present in its area. Where land conflict exists, the UoC ensures that acceptable <u>conflict resolution processes</u> (<i>Refer to Criteria 4.1 and 4.5</i>) are implemented and accepted by the parties involved. In the case of newly acquired <u>plantations</u> , the UoC addresses any unresolved conflict through appropriate <u>conflict resolution mechanisms</u> .	The Unit of Certification shall ensure that land conflict is not present in its area. Where land conflict exists, the UoC ensures that acceptable conflict resolution processes (<i>Refer to Criteria 4.1 and 4.5</i>) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the UoC addresses any unresolved conflict through appropriate conflict resolution mechanisms.	Unit Sertifikasi harus memastikan tidak ada konflik lahan terjadi di areanya. Jika terdapat konflik lahan, Unit Sertifikasi memastikan bahwa proses penyelesaian konflik yang dapat diterima (<i>Lihat Kriteria 4.1 dan 4.5</i>) dilaksanakan dan disepakati oleh para pihak yang terlibat. Untuk perkebunan yang baru diperoleh, Unit Sertifikasi menangani semua konflik yang belum terselesaikan melalui mekanisme penyelesaian konflik sebagaimana mestinya.	<i>No changes on text</i>
4.7.3	Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current <u>operations</u> and there remain parties with demonstrable customary and land use rights, the Unit of Certification ensures that these claims are settled using the relevant requirements (<i>Refer to Indicators 4.3.2, 4.3.3 and 4.3.4</i>).	Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, the Unit of Certification ensures that these claims are settled using the relevant requirements (<i>Refer to Indicators 4.3.2, 4.3.3 and 4.3.4</i>).	Jika terdapat bukti perolehan lahan melalui pengambilalihan atau pengabaian secara paksa terhadap hak adat dan hak penggunaan lahan sebelum operasi yang dijalankan saat ini dan masih adanya pihak pemegang hak adat dan hak penggunaan lahan yang dapat dibuktikan, maka Unit Sertifikasi memastikan bahwa klaim mereka akan diselesaikan dengan menggunakan persyaratan yang relevan (<i>lihat Indikator 4.3.2, 4.3.3 dan 4.3.4</i>).	<i>No changes on text</i>
4.7.4	For any conflict or dispute over the land, the Unit of Certification shall ensure that the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring <u>communities</u> , where applicable).	For any conflict or dispute over the land, the Unit of Certification shall ensure that the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities, where applicable).	Untuk setiap konflik atau sengketa lahan, Unit Sertifikasi harus memastikan bahwa cakupan area sengketa dipetakan secara partisipatif dengan melibatkan pihak terdampak (termasuk masyarakat yang berbatasan langsung, jika ada).	<i>No changes on text</i>

Principle 5 - RSPO Growers support and provide opportunities for smallholder inclusion		Revised Criteria / Indicator (in English)	Revised Criteria / Indicator (in National Language - if applicable)	Reason for changes
Criteria/Indicator				
5.1	The Unit of Certification shall engage and trade with interested <u>smallholders</u> in a fair and transparent way. Smallholder inclusion in the UoC's RSPO certified <u>supply chain</u> should be strengthened.	The Unit of Certification shall engage and trade with interested smallholders in a fair and transparent way. Smallholder inclusion in the UoC's RSPO certified supply chain should be strengthened.	Unit Sertifikasi harus melibatkan dan melakukan perdagangan dengan pekebun secara adil dan transparan. Pelibatan pekebun dalam rantai pasok bersertifikat RSPO milik Unit Sertifikasi sebaiknya diperkuat	No changes on text
5.1.1 (C)	<p>The Unit of Certification shall develop and implement process(es)/procedure(s) to conduct fairly and transparently with all <u>smallholders</u>, including interested RSPO certified <u>independent smallholders</u>.</p> <p>The process(es)/procedure(s) shall include: A) Current and historical prices paid for FFB supplied to the UoC's mill(s), <u>publicly available</u> or upon request; B) Transparent and clear explanation of the UoC's FFB supply pricing mechanism (if requested); C) Fair pricing, including premium FFB pricing (where applicable); D) Mutual agreement of terms, schedule of activities, budget, beneficiaries, characterisation of the producers, and timeframe of payments for FFB supplied; and E) Annual inspection and verification of the UoC's FFB weighing scale by an appropriate independent third party or a government authority.</p>	<p>The Unit of Certification shall develop and implement process(es)/procedure(s) to conduct fairly and transparently with all smallholders, including interested RSPO certified independent smallholders.</p> <p>The process(es)/procedure(s) shall include: A) Current and historical prices paid for FFB supplied to the UoC's mill(s), publicly available or upon request; B) Transparent and clear explanation of the UoC's FFB supply pricing mechanism (if requested); C) Fair pricing, including premium FFB pricing (where applicable); D) Mutual agreement of terms, schedule of activities, budget, beneficiaries, characterisation of the producers, and timeframe of payments for FFB supplied; and E) Annual inspection and verification of the UoC's FFB weighing scale in UoC's mill(s) by an appropriate independent third party or a government authority.</p>	<p>Unit Sertifikasi harus menyusun dan melaksanakan proses/prosedur secara adil dan transparan dengan semua pekebun, termasuk pekebun swadaya bersertifikat RSPO yang berminat untuk bekerja sama.</p> <p>Proses/prosedur tersebut harus mencakup: A) Harga yang berlaku saat ini maupun periode sebelumnya yang dibayarkan untuk TBS yang dipasok ke PKS Unit Sertifikasi, tersedia secara publik atau berdasarkan permintaan; B) Penjelasan yang transparan dan jelas mengenai mekanisme penentuan harga pasokan TBS Unit Sertifikasi (jika diminta); C) Penentuan harga yang adil, termasuk penentuan harga premium TBS (jika berlaku); D) Perjanjian bersama terkait ketentuan, jadwal kegiatan, anggaran, penerima manfaat, karakteristik produsen, dan jangka waktu pembayaran untuk TBS yang dipasok; dan E) Inspeksi dan verifikasi tahunan terhadap alat timbang TBS di PKS Unit Sertifikasi oleh pihak ketiga independen atau otoritas pemerintah yang sesuai</p>	<p>Changes : add phrase "in UoC's mill(s)" in E) to clarify, therefore in complete clause become : "Annual inspection and verification of the UoC's FFB weighing scale in UoC's mill(s) by an appropriate independent third party or a government authority.</p>
5.1.2 (C)	Where there is a contractual agreement(s) between the Unit of Certification and <u>smallholder(s)</u> for FFB supply, the UoC shall provide evidence that such contractual agreement(s) are mutually agreed through a fair and transparent process.	Where there is a contractual agreement(s) between the Unit of Certification and smallholder(s) for FFB supply, the UoC shall provide evidence that such contractual agreement(s) are mutually agreed through a fair and transparent process.	Jika ada perjanjian antara Unit Sertifikasi dan pekebun untuk pasokan TBS, Unit Sertifikasi harus menyediakan bukti bahwa perjanjian tersebut disepakati bersama melalui proses yang adil dan transparan.	No changes on text

5.1.3 (C)	<p>Where there is a contractual agreement(s) between the Unit of Certification and <u>smallholder(s)</u> for FFB supply, evidence shall be demonstrated that <u>smallholder(s)</u> understand key terms of such contractual agreement(s), and received payments in accordance with terms stated within.</p> <p>The evidence shall specify, at a minimum: A) Date of receipt/documentation; B) Price per unit of FFB supplied and timeline for payment; C) Weight of FFB supplied; D) Deductions (if any); and E) Total price paid by the UoC for FFB supplied.</p>	<p>Where there is a contractual agreement(s) between the Unit of Certification and <u>smallholder(s)</u> for FFB supply, evidence shall be demonstrated that <u>smallholder(s)</u> understand key terms of such contractual agreement(s), and received payments in accordance with terms stated within.</p> <p>The evidence shall specify, at a minimum: A) Date of receipt/documentation; B) Price per unit of FFB supplied and timeline for payment; C) Weight of FFB supplied; D) Deductions (if any); and E) Total price paid by the UoC for FFB supplied.</p>	<p>Apabila terdapat perjanjian antara Unit Sertifikasi dan pekebun untuk pasokan TBS, maka Unit Sertifikasi harus dapat menunjukan bukti bahwa pekebun memahami ketentuan utama dari perjanjian tersebut dan menerima pembayaran sesuai dengan ketentuan yang tertera di dalamnya.</p> <p>Bukti ini harus mencantumkan, sekurang-kurangnya: A) Dokumen tanda terima; B) Harga per unit TBS yang dipasok dan tata waktu pembayaran; C) Berat TBS yang dipasok; D) Potongan (jika ada); dan E) Total harga yang dibayarkan Unit Sertifikasi untuk TBS yang dipasok</p>	<p><i>No changes on text</i></p>
5.1.4 (C)	<p>To support <u>smallholder</u> inclusion and to strengthen downstream traceability, the Unit of Certification shall actively <u>engage</u>, consult, and provide opportunities for all <u>smallholders</u> to access the UoC's RSPO certified <u>supply chain</u> where feasible, including interested RSPO certified <u>independent smallholders</u>.</p> <p>Where potential <u>smallholder</u> partnership or collaboration opportunities is identified and is feasible, the UoC shall develop mutually agreed terms or agreement(s) that specify:</p> <p>For non-RSPO certified <u>independent smallholder</u> groups A) Management of the RSPO certification process; B) Roles and responsibilities of the UoC and <u>smallholders</u> for operating the <u>internal control system (ICS)</u>; and C) Certificate ownership.</p> <p>For RSPO certified <u>independent smallholder</u> groups A) Distribution, handling, and marketing of physical certified FFB, where possible.</p>	<p>To support <u>smallholder</u> inclusion and to strengthen downstream traceability, the Unit of Certification shall actively <u>engage</u>, consult, and provide opportunities for all <u>smallholders</u> to access the UoC's RSPO certified <u>supply chain</u> where feasible, including interested RSPO certified <u>independent smallholders</u>.</p> <p>Where potential <u>smallholder</u> partnership or collaboration opportunities is identified and is feasible, the UoC shall develop mutually agreed terms or agreement(s) that specify:</p> <p>For non-RSPO certified independent <u>smallholder</u> groups A) Management of the RSPO certification process; B) Roles and responsibilities of the UoC and <u>smallholders</u> for operating the <u>internal control system (ICS)</u>; and C) Certificate ownership.</p> <p>For RSPO certified independent <u>smallholder</u> groups A) Distribution, handling, and marketing of physical certified FFB, where possible.</p>	<p>Untuk mendukung pelibatan pekebun dan memperkuat kemamputelurusan di sektor hilir, Unit Sertifikasi harus melibatkan secara aktif, melakukan konsultasi, dan memberikan kesempatan kepada pekebun untuk mengakses rantai pasok bersertifikat RSPO milik Unit Sertifikasi jika memungkinkan, termasuk pekebun swadaya bersertifikat RSPO yang berminat.</p> <p>Jika peluang kemitraan dan kolaborasi pekebun teridentifikasi dan dapat dilakukan, Unit Sertifikasi harus menyusun ketentuan atau perjanjian yang disepakati bersama, yang menguraikan :</p> <p>Untuk kelompok pekebun swadaya tidak bersertifikat RSPO</p> <p>A) pengelolaan proses sertifikasi RSPO; B) peran dan tanggung jawab Unit Sertifikasi dan pekebun untuk menjalankan Sistem Kendali Internal (SKI); dan C) kepemilikan sertifikat RSPO.</p> <p>Untuk kelompok pekebun swadaya bersertifikat RSPO</p>	<p><i>No changes on text</i></p> <p><i>Note:</i> <i>there will be specific guideline</i></p>
5.2	<p>The Unit of Certification shall support interested <u>smallholders</u> within its supply base to develop, operate, and improve their <u>livelihoods</u>; in particular interested certified <u>independent smallholders</u>.</p>	<p>The Unit of Certification shall support interested <u>smallholders</u> within its supply base to develop, operate, and improve their livelihoods; in particular interested certified independent <u>smallholders</u>.</p>	<p>Unit Sertifikasi harus mendukung pekebun yang berminat dalam rantai pasoknya untuk mengembangkan, mengoperasikan, dan meningkatkan kesejahteraannya; khususnya pekebun swadaya bersertifikat RSPO yang berminat.</p>	<p><i>No changes on text</i></p> <p><i>Note:</i> <i>there will be general guideline</i></p>

5.2.1	<p>In collaboration with interested <u>smallholders</u> within its supply base, the Unit of Certification shall develop, implement, and review annually a <u>smallholder</u> support plan to improve agricultural practices.</p> <p>The plan shall include, at a minimum: A) Training on sustainable agricultural practices; B) Support to enhance legality of <u>smallholder</u> FFB production; and C) Support to identify <u>geolocation</u> of FFB origins.</p>	<p>In collaboration with interested smallholders within its supply base, the Unit of Certification shall develop, implement, and review annually a smallholder support plan to improve agricultural practices.</p> <p>The plan shall include, at a minimum: A) Training on sustainable agricultural practices; B) Support to enhance legality of smallholder FFB production; and C) Support to identify geolocation of FFB origins.</p>	<p>Dalam rangka kerja sama dengan pekebun yang berminat dalam rantai pasoknya, unit sertifikasi harus menyusun, menerapkan, dan meninjau setiap tahun rencana dukungan terhadap pekebun untuk meningkatkan praktik-praktik perkebunannya.</p> <p>Rencana ini mencakup setidaknya: A) pelatihan tentang praktik perkebunan berkelanjutan; B) dukungan untuk mencapai legalitas produksi TBS pekebun; dan C) dukungan untuk mengidentifikasi geolokasi asal TBS.</p>	<p><i>No changes on text</i></p> <p><i>Note: there will be specific guideline</i></p>
5.2.2	<p>The Unit of Certification shall ensure that interested <u>smallholders</u> participating in its <u>smallholder</u> support plan are trained and can show understanding of key sustainable agricultural practices necessary to increase FFB productivity.</p> <p>The development of training in the plan should prioritise training(s) relevant to RSPO, aligned with the requirements/guidance of RSPO Principles and Criteria 2024, as appropriate topics and goals for <u>smallholders</u>.</p>	<p>The Unit of Certification shall ensure that interested smallholders participating in its smallholder support plan are trained and can show understanding of key sustainable agricultural practices necessary to increase FFB productivity.</p> <p>The development of training in the plan should prioritise training(s) relevant to RSPO, aligned with the requirements/guidance of RSPO Principles and Criteria 2024, as appropriate topics and goals for smallholders.</p>	<p>Unit Sertifikasi harus memastikan bahwa pekebun yang berminat dan berpartisipasi dalam program dukungan bagi pekebun telah mendapatkan pelatihan dan dapat menunjukkan pemahamannya terkait praktik - praktik utama perkebunan berkelanjutan yang diperlukan untuk meningkatkan produktivitas TBS.</p> <p>Pengembangan pelatihan di dalam rencana tersebut harus memprioritaskan pelatihan yang relevan dengan RSPO, yang selaras dengan persyaratan/panduan Prinsip dan Kriteria RSPO 2024, sebagai topik dan tujuan yang sesuai dengan pekebun.</p>	<p><i>No changes on text</i></p> <p><i>Note: there will be specific guideline</i></p>
5.2.3	<p>The Unit of Certification shall identify potential opportunities and implement additional activities that contribute to <u>livelihood</u> improvement of <u>smallholders</u> within its supply base. Development and implementation of the activities shall take into consideration results of participatory consultations conducted with such <u>smallholders</u>.</p>	<p>The Unit of Certification shall identify potential opportunities and implement additional activities that contribute to livelihood improvement of smallholders within its supply base. Development and implementation of the activities shall take into consideration results of participatory consultations conducted with such smallholders.</p>	<p>Unit Sertifikasi harus mengidentifikasi potensi peluang dan melaksanakan inisiatif tambahan untuk meningkatkan kesejahteraan pekebun dalam rantai pasoknya. Pengembangan dan pelaksanaan kegiatan harus mempertimbangkan hasil konsultasi partisipatif yang dilakukan dengan pekebun tersebut.</p>	<p><i>No changes on text</i></p>

Principle 6 - RSPO Growers respect workers' rights and working conditions		Revised Criteria / Indicator (in English)	Revised Criteria / Indicator (in National Language - if	Reason for changes
Criteria/Indicator				
6.1	All forms of <u>discrimination</u> are prohibited against all <u>workers</u> .	All forms of discrimination are prohibited against all workers.	Segala bentuk diskriminasi terhadap semua Pekerja dilarang.	No changes on text
6.1.1 (C)	The Unit of Certification shall establish and implement a non-discrimination policy which is applicable to recruitment, hiring, work scope, pay and benefits, access to training, promotion, facilities, and work equipment. This policy shall be <u>publicly available</u> and <u>socialised</u> to the <u>workforce</u> and <u>contractors</u> .	The Unit of Certification shall establish and implement a non-discrimination policy which is applicable to recruitment, hiring, work scope, pay and benefits, access to training, promotion, facilities, and work equipment. This policy shall be publicly available and socialised to the workforce and contractors.	Unit Sertifikasi harus menyusun dan melaksanakan kebijakan non diskriminasi yang berlaku untuk perekrutan, penerimaan pekerja, cakupan kerja, gaji dan tunjangan, akses terhadap pelatihan, promosi, fasilitas dan peralatan kerja. Kebijakan ini harus tersedia untuk publik dan disosialisasikan kepada Pekerja dan Kontraktor.	No changes on text
6.1.2 (C)	The Unit of Certification shall provide equal opportunities to all <u>workers</u> .	The Unit of Certification shall provide equal opportunities to all workers.	Unit Sertifikasi harus memberikan kesempatan yang setara kepada semua pekerja.	No changes on text
6.1.3	The Unit of Certification shall ensure that all <u>workers</u> receive remuneration for work of equal value and evaluation, which is based on both their experience and the quality of their work.	The Unit of Certification shall ensure that all workers receive remuneration/wages for work of equal value and evaluation, which is based on both their experience and the quality of their work.	Unit Sertifikasi harus memastikan bahwa semua pekerja menerima remunerasi/ upah untuk pekerjaan dengan nilai dan evaluasi yang setara sesuai dengan pengalaman dan kualitas kerjanya.	Changes : add " wages " beside "remuneration", thus it become " remuneration/wages " since in Indonesia's legal terminology is "upah" or wages. Notes : The guideline will clarify the definition of wages, with reference to Government Regulation No. 36/2021
6.2	Working conditions for all <u>workers</u> shall meet at least legal or industry standards	Working conditions for all workers shall meet at least legal or relevant industry standards	Kondisi kerja bagi semua Pekerja harus memenuhi (setidaknya) ketentuan hukum atau standar industri yang relevan	Changes : add " relevant " on " relevant industry standards " to clarify meaning.
6.2.1 (C)	The Unit of Certification shall establish and implement procedure(s) for recruitment, selection, hiring, promotion, retirement, suspension, and termination. The procedure(s) shall be documented, and <u>socialised</u> to all <u>workers</u> . The document shall be made available upon request.	The Unit of Certification shall establish and implement procedure(s) for recruitment, selection, hiring, promotion, retirement, suspension, and termination in accordance with applicable laws and regulations . The procedure(s) shall be documented, and socialised to all workers. The document shall be made available upon request.	Unit Sertifikasi harus menyusun dan melaksanakan prosedur perekrutan, seleksi, pemberian kerja, promosi, pensiun, pemberhentian sementara, dan pemutusan hubungan kerja (PHK) sesuai dengan peraturan perundang-undangan yang berlaku . Prosedur ini harus didokumentasikan dan disosialisasikan kepada semua pekerja. Dokumen tersebut harus tersedia, jika diminta.	Changes : add " in accordance with national regulations " since it was regulated in national regulations. Notes : guideline will explain national regulations

6.2.2 (C)	<p>The Unit of Certification shall ensure that:</p> <p>A) Employment contracts shall set out the terms and conditions of employment in compliance with national legal requirements or any collective bargaining agreement (if applicable). The terms and conditions shall include pay, regular working hours, deductions, overtime, sick leave, leave entitlement, maternity leave, reasons for dismissal, repatriation (if applicable), and termination notice.</p> <p>B) The terms and conditions of the employment contract, or collective bargaining agreement, along with applicable labour laws, shall be made available and explained to <u>workers</u> in a language they understand prior to signing of the contract. The UoC shall acquire acknowledgment from the <u>workers</u> regarding their understanding of the terms and conditions of employment.</p> <p>C) A copy of the employment contract shall be given to the <u>workers</u>.</p> <p>D) There shall be no <u>contract substitution</u>. If national regulations require more than one contract to be signed by <u>workers</u>, the higher standard or provisions will apply.</p> <p>E) Any amendments to the employment contract shall be agreed to by the <u>worker</u>. This does not include the terms and conditions in the collective bargaining agreement, if applicable.</p>	<p>The Unit of Certification shall ensure that:</p> <p>A) Employment contracts shall set out the terms and conditions of employment in compliance with national legal requirements or any collective bargaining agreement (if applicable). The terms and conditions shall include pay, regular working hours, deductions, overtime, sick leave, leave entitlement, maternity leave, reasons for dismissal, repatriation (if applicable), and termination notice.</p> <p>B) The terms and conditions of the employment contract, or collective bargaining agreement, along with applicable labour laws, shall be made available and explained to workers in a language they understand prior to signing of the contract. The UoC shall acquire acknowledgment from the workers regarding their understanding of the terms and conditions of employment.</p> <p>C) A copy of the employment contract shall be given to the <u>workers</u>.</p>	<p>Unit Sertifikasi harus memastikan bahwa:</p> <p>A) Perjanjian kerja harus mengatur ketentuan dan syarat kerja sesuai peraturan perundang-undangan atau Perjanjian Kerja Bersama (PKB) (jika berlaku). Ketentuan dan syarat harus mencakup upah, jam kerja reguler, pemotongan gaji, lembur, cuti sakit, hak cuti, cuti melahirkan, alasan pemecatan, repatriasi (jika berlaku), dan pemberitahuan PHK.</p> <p>B) Ketentuan dan syarat dalam perjanjian kerja, atau PKB, beserta undang-undang ketenagakerjaan, harus tersedia dan dijelaskan kepada pekerja dalam bahasa yang dipahami pekerja sebelum penandatanganan perjanjian kerja. Unit Sertifikasi harus memperoleh pernyataan dari pekerja terkait pemahamannya terhadap ketentuan dan syarat kerja.</p> <p>C) Salinan perjanjian kerja harus diberikan kepada pekerja.</p> <p>D) Substitusi perjanjian kerja tidak diperkenankan tanpa persetujuan <u>dari pekerja</u>. Jika peraturan</p>	<p><i>Changes</i> : add "<i>without workers consent</i>" in D) since it is allowed in Indonesian regulation to do contract substitution if agreed</p>
6.2.3	<p>The Unit of Certification shall demonstrate that the international <u>migrant workers</u> signed the UoC's employment contract in the country where they were hired.</p>	<p>The Unit of Certification shall demonstrate that the international migrant workers signed the UoC's employment contract in the country where they were hired.</p>	<p>Unit Sertifikasi harus menunjukkan bahwa Pekerja Migran Internasional telah menandatangani perjanjian kerja dengan Unit Sertifikasi di negara tempatnya direkrut.</p>	<p>no changes on text</p>
6.2.4	<p>The Unit of Certification shall maintain a worker register for up to five years from the date of <u>workers</u>' resignation or termination of employment, or as determined by national regulation.</p> <p>Records of <u>remediation</u> for cases of <u>forced labour</u>, <u>trafficking in persons</u>, and repayment of <u>recruitment fees</u> (where applicable) shall be kept for up to five years from the date of <u>worker's</u> resignation or termination of employment.</p>	<p>The Unit of Certification shall maintain a worker register for up to five years from the date of workers' resignation or termination of employment, or as determined by national regulation.</p> <p>Records of remediation for cases of forced labour, trafficking in persons, and repayment of recruitment fees (where applicable) shall be kept for up to five years from the date of worker's resignation or termination of employment.</p>	<p>Unit Sertifikasi harus menyimpan daftar pekerja hingga lima tahun sejak pengunduran diri atau PHK pekerja tersebut, atau sebagaimana ditentukan oleh peraturan nasional. Catatan remediasi atas kasus kerja paksa, perdagangan orang, dan pelunasan biaya perekrutan (jika berlaku) harus disimpan hingga lima tahun sejak tanggal pengunduran diri atau PHK pekerja.</p>	<p>no changes on text</p> <p>notes : The guideline will provide clarification on: (1) the applicability starting from the endorsement of the 2024 P&C; and (2) its relevance in the context of industrial relations (PHI) lawsuits</p>

6.2.5	<p>Permanent, full-time employment is used for all <u>core work</u> in the Unit of Certification.</p> <p>Casual and short-term <u>workers</u> who are rehired for more than three successive times shall be provided the opportunity to become permanent full-time <u>workers</u> on the fourth rehiring.</p>	<p>Permanent, full-time employment is used for all core work in the Unit of Certification.</p> <p>Casual and short-term workers shall be provided the opportunity to become permanent full-time workers in accordance with applicable laws and regulations.</p>	<p>Pekerja dengan Perjanjian Kerja Waktu Tidak Tertentu (PKWTT) dipekerjakan untuk semua pekerjaan inti di Unit Sertifikasi.</p> <p>Pekerja dengan Perjanjian Kerja Waktu Tertentu (PKWT) diberi kesempatan untuk menjadi Pekerja dengan Perjanjian Kerja Waktu Tidak Tertentu (PKWTT) sesuai dengan peraturan perundang – undangan yang berlaku.</p>	<p>Changes : changing last clause to: "Casual and short-term workers shall be provided the opportunity to become permanent full-time workers in accordance with national regulations." since national regulations has already regulated it explicitly.</p> <p>Notes : The guideline will provide clarification on the applicable legal framework, specifically Government Regulation No. 35 of 2021. A specific guideline will define what constitutes core work.</p>
6.2.6 (C)	<p>The Unit of Certification shall ensure that:</p> <p>A) All <u>workers</u> are paid and provided with payslips in accordance with the terms of their employment contracts (monthly, weekly, daily, or piece rate, as relevant).</p> <p>B) The details on the payslips, including the calculation of wages and lawful deductions, are clearly explained to the <u>workers</u> in a language they understand.</p> <p>C) Records are maintained for each and every type of <u>worker</u>, detailing hours worked (both regular and overtime), the calculation of wages and lawful deductions, and the actual wages paid.</p> <p>D) Where several members of a family are employed by the UoC, each <u>family member</u> shall have separate payslips. The wages earned shall be reflected in their individual payslips.</p>	<p>The Unit of Certification shall ensure that:</p> <p>A) All workers are paid and provided with payslips in accordance with the terms of their employment contracts (monthly, weekly, daily, or piece rate, as relevant).</p> <p>B) The details on the payslips, including the calculation of wages and lawful deductions, are clearly explained to the workers in a language they understand.</p> <p>C) Records are maintained for each and every type of worker, detailing hours worked (both regular and overtime), the calculation of wages and lawful deductions, and the actual wages paid.</p> <p>D) Where several members of a family are employed by the UoC, each family member shall have separate payslips. The wages earned shall be reflected in their individual payslips.</p>	<p>Unit Sertifikasi harus memastikan bahwa:</p> <p>A) Semua pekerja dibayar dan diberi slip gaji sesuai dengan ketentuan yang tertera dalam perjanjian kerjanya (bulanan, mingguan, harian, borongan, sesuai ketentuan yang berlaku).</p> <p>B) Perincian slip gaji, termasuk perhitungan upah dan potongan upah sesuai peraturan yang berlaku, dijelaskan kepada Pekerja dalam bahasa yang dipahaminya.</p> <p>C) Catatan disimpan untuk setiap pekerja dan masing-masing jenis pekerjaannya yang memerinci jam kerja (baik reguler maupun lembur), perhitungan upah dan potongan upah sesuai peraturan yang berlaku, dan upah yang sebenarnya dibayarkan.</p> <p>D) Jika ada beberapa anggota keluarga yang dipekerjakan oleh Unit Sertifikasi, maka setiap anggota keluarga harus memiliki slip gaji terpisah. Upah yang diberikan harus dicantumkan di slip gaji masing-masing.</p>	<p>No changes on text</p> <p>Notes : The guideline will clarify with reference to Government Regulation No. 36/2021</p>

6.2.7 (C)	<p>The Unit of Certification shall ensure that:</p> <p>A) Piece-rate wages are not less than the legal piece-rate minimum wage, or the rate specified in the Collective Bargaining Agreement (CBA), as applicable. Where there is no legal minimum or CBA piece-rate wage, wages shall be calculated proportionately and not less than the legal minimum wage or the CBA wage. <u>Work targets</u> shall be achievable within regular working hours.</p> <p>B) Overtime wage rate is not less than the national legal overtime rate or the rate specified in the Collective Bargaining Agreement (CBA), as applicable. Where legal and CBA rates are not available, the overtime wage rate shall not be less than one-and-one-quarter times the regular wage rate.</p> <p>C) Where a work day is curtailed due to workplace injuries, a full day's wage is paid to the affected <u>worker</u> (regardless of <u>worker</u> type) or as per the legal or Collective Bargaining Agreement (CBA) provision. Workplace injuries refer to injuries caused by work-related accidents.</p>	<p>The Unit of Certification shall ensure that:</p> <p>A) Piece-rate wages are not less than the legal piece-rate minimum wage, or the rate specified in the Collective Bargaining Agreement (CBA), as applicable. Where there is no legal minimum or CBA piece-rate wage, wages shall be calculated proportionately and not less than the legal minimum wage or the CBA wage. Work targets shall be achievable within regular working hours.</p> <p>B) Overtime wage rate is not less than the national legal overtime rate or the rate specified in the Collective Bargaining Agreement (CBA), as applicable.</p> <p>C) Where a work day is curtailed due to workplace injuries, a full day's wage is paid to the affected worker (regardless of worker type) or as per the legal or Collective Bargaining Agreement (CBA) provision. Workplace injuries refer to injuries caused by work-related accidents.</p>	<p>Unit Sertifikasi harus memastikan bahwa:</p> <p>A) Upah pekerjaan satuan hasil tidak kurang dari upah minimum satuan hasil sesuai peraturan perundang - undangan yang berlaku atau upah yang ditetapkan dalam PKB (jika tersedia). Jika tidak ada upah minimum satuan hasil sesuai peraturan perundang - undangan yang berlaku atau yang ditetapkan PKB, maka upahnya harus dihitung secara proporsional. Target-target kerja harus dapat dicapai dalam jam kerja reguler.</p> <p>B) Upah lembur tidak kurang dari peraturan perundang-undangan yang berlaku atau yang ditetapkan dalam PKB.</p> <p>C) Jika hari kerja tidak terpenuhi akibat cedera di tempat kerja, maka upah satu hari penuh tetap dibayarkan kepada pekerja yang terdampak (apa pun jenis pekerjaannya) sesuai peraturan perundang-undangan yang berlaku atau PKB. Cedera di tempat kerja berarti cedera yang</p>	<p>changes : remove in B) : "Where legal and CBA rates are not available, the overtime wage rate shall not be less than one-and-one-quarter times the regular wage rate." since national regulations has already regulated it explicitly.</p>
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6.2.8 (C)	<p>The Unit of Certification shall provide for <u>workers</u> living within the Unit of Certification housing that ensures:</p> <p>A) Structural safety; B) At least minimum space per <u>worker</u>; C) Sewage and garbage disposal; D) Supply of water, including <u>water that is safe to drink</u>; E) Supply of electricity; F) Sanitary, washing, and cooking facilities; and G) Appropriate protection against weather elements</p> <p>The UoC shall ensure <u>workers</u>, and their families (if applicable), have access to healthcare, education (for <u>workers' children</u>), and welfare amenities. The facilities and amenities provided shall comply with applicable national and/or international law requirements.</p> <p>In cases of acquisitions of non-certified supply base by the UoC, a plan shall be developed detailing the upgrade of infrastructure, if necessary. The plan shall be implemented within 5 years from when FFB production starts and the UoC shall review the plan annually. The plan shall meet applicable national and/or international law requirements.</p>	<p>The Unit of Certification shall provide for workers living within the Unit of Certification housing that ensures:</p> <p>A) Structural safety; B) At least minimum space per worker; C) Sewage and garbage disposal; D) Supply of water, including water that is safe to drink; E) Supply of electricity; F) Sanitary, washing, and cooking facilities; and G) Appropriate protection against weather elements</p> <p>The UoC shall ensure workers, and their families (if applicable), have access to healthcare, education (for workers' children), and welfare amenities. The facilities and amenities provided shall comply with applicable national and/or international law requirements.</p> <p>In cases of acquisitions of non-certified supply base by the UoC, a plan shall be developed detailing the upgrade of infrastructure, if necessary. The plan shall be implemented within 5 years from when FFB production starts and</p>	<p>Unit Sertifikasi harus menyediakan dan memastikan perumahan untuk Pekerja yang tinggal dalam area Unit Sertifikasi:</p> <p>A) keamanan struktur bangunan; B) ruang yang setidaknya memenuhi standar minimum bagi setiap pekerja; C) sistem pembuangan air limbah dan sampah; D) pasokan air, termasuk air yang aman untuk diminum; E) pasokan listrik; F) fasilitas sanitasi, mencuci, dan memasak; dan G) perlindungan yang cukup terhadap kondisi cuaca.</p> <p>Unit Sertifikasi harus memastikan pekerja dan keluarganya (jika ada) memiliki akses ke fasilitas kesehatan, pendidikan (untuk anak pekerja), dan fasilitas umum. Fasilitas yang disediakan harus memenuhi persyaratan hukum nasional dan/atau internasional yang berlaku.</p> <p>Jika Unit Sertifikasi mengakuisisi basis pasok yang tidak bersertifikat, harus menyusun rencana detail terkait peningkatan infrastruktur (jika diperlukan).</p>	<p>no changes on text</p> <p>notes : The meaning of 'safe to drink' will be clarified, with reference to Government Regulation No. 122 of 2015 and Ministry of Health Regulation No. 2 of 2023. Guidelines on infrastructure standards will also be provided.</p>
6.2.9	The Unit of Certification shall ensure <u>workers</u> have access to safe, sufficient, and affordable food.	The Unit of Certification shall ensure workers have access to safe, sufficient, and affordable food.	Unit Sertifikasi harus memastikan bahwa pekerja memiliki akses untuk mendapatkan makanan yang aman, cukup dan terjangkau.	<i>No changes on text</i>
6.3	<u>Living Wage shall be paid to all workers, progressively</u>	Living Wage shall be paid to all workers, progressively	Upah Layak harus dibayarkan kepada semua pekerja secara progresif	<i>No changes on text</i>

6.3.1 (C)	<p>Aligned with the Revised RSPO Living Wage Strategy 2023, <u>Living Wage</u> shall be paid to all <u>workers</u>.</p> <p>The Unit of Certification shall calculate <u>prevailing wages</u> annually in accordance with 'RSPO Prevailing Wage Calculation Procedure'.</p> <p>Procedural Note <i>The Unit of Certification shall use the existing 'RSPO Guidance on Calculating Prevailing Wages' until the 'RSPO Prevailing Wage Calculation Procedure' is available. Revised RSPO Living Wage Strategy 2023 has 3 key steps:</i> <i>Step One: Calculate <u>prevailing wage</u></i> <i>Step Two: Identify <u>Living Wage</u> gaps.</i> <i>Step Three: Verify and close <u>Living Wage</u> gaps.</i></p>	<p>Aligned with applicable laws and regulations and/or the Revised RSPO Living Wage Strategy 2023, Living Wage shall be paid to all workers.</p> <p>The Unit of Certification shall calculate prevailing wages annually in accordance with 'RSPO Prevailing Wage Calculation Procedure'.</p> <p>Procedural Note The Unit of Certification shall use the existing 'RSPO Guidance on Calculating Prevailing Wages' until the 'RSPO Prevailing Wage Calculation Procedure' is available. Revised RSPO Living Wage Strategy 2023 has 3 key steps: Step One: Calculate prevailing wage Step Two: Identify Living Wage gaps. Step Three: Verify and close Living Wage gaps.</p>	<p>Upah Layak harus dibayarkan kepada semua pekerja sesuai dengan peraturan perundang – undangan yang berlaku dan/atau Revisi Strategi Upah Layak RSPO 2023.</p> <p>Unit Sertifikasi setiap tahun harus menghitung upah yang dibayarkan sesuai dengan peraturan perundang – undangan yang berlaku dan/atau 'Prosedur RSPO untuk Penghitungan Upah yang Berlaku'.</p>	<p>Changes : to add: 'with applicable laws and regulations and/or' as this is also governed by national regulations.</p> <p><i>Note : The guideline will explain living wages in accordance with applicable laws and regulations. Until the RSPO procedure comes into effect, the applicable national laws and regulations shall prevail."</i></p>
6.4	<p>The Unit of Certification shall respect the rights of all <u>workers</u> to form and join trade unions, associations of their choice, or <u>worker</u> organisations with their own representatives to bargain collectively. Where the right to freedom of association and collective bargaining is restricted under law, the employer facilitates a parallel means of independent and free association and bargaining for all <u>workers</u> through representatives of their choice.</p>	<p>The Unit of Certification shall respect the rights of all workers to form and join trade unions or with their own representatives to bargain collectively. Where the right to freedom of association and collective bargaining is restricted under law, the employer facilitates a parallel means of independent and free association and bargaining for all workers through representatives of their choice.</p>	<p>Unit Sertifikasi harus menghormati hak semua Pekerja untuk membentuk dan bergabung dengan serikat pekerja atau perwakilan pekerja untuk perundingan secara kolektif.</p> <p>Jika hak atas kebebasan berserikat dan untuk menyusun kesepakatan bersama dibatasi oleh hukum, pihak pemberi kerja harus memfasilitasi sarana alternatif bagi semua Pekerja untuk secara bebas dan independen berserikat dan menyusun kesepakatan bersama melalui perwakilan yang dipilihnya.</p>	<p>Changes : The phrase 'associations of their choice or Worker Organisations' is to be omitted, as this terminology is not recognized under the prevailing legal framework.</p>
6.4.1 (C)	<p>The Unit of Certification shall establish and implement a policy recognising freedom of association, the right to collective bargaining, and Collective Bargaining Agreements (CBA), where available. This policy shall be made <u>publicly available</u>.</p>	<p>The Unit of Certification shall establish and implement a policy recognising freedom of association, the right to collective bargaining, and Collective Bargaining Agreements (CBA), where available. This policy shall be made publicly available.</p>	<p>Unit Sertifikasi harus membuat dan menerapkan kebijakan yang mengakui hak kebebasan berserikat, melakukan perundingan bersama, dan menyusun PKB, jika ada. Kebijakan ini harus tersedia bagi publik.</p>	<p><i>No changes on text.</i></p>

6.4.2	<p>The Unit of Certification shall allow nomination, formation, functioning, and administration of Workers' Organisations and registered trade unions free from interference. <u>Workers</u> that participate in such organisations shall be protected against discrimination, retaliation, and intimidation or harassment (including threats) such as penalties or repercussion.</p> <p>The UoC shall provide facilities free of charge within its premises for <u>workers</u> to engage with each other and their representatives.</p>	<p>The Unit of Certification shall allow nomination, formation, functioning, and administration of registered trade unions free from interference. Workers that participate in such organisations shall be protected against discrimination, retaliation, and intimidation or harassment (including threats) such as penalties or repercussion.</p> <p>The UoC shall provide facilities free of charge within its premises for workers to engage with each other and their representatives.</p>	<p>Unit Sertifikasi harus mengizinkan pencalonan, pembentukan, berfungsi dan berjalannya administrasi serikat pekerja yang terdaftar tanpa adanya campur tangan pihak lain. Pekerja yang berpartisipasi dalam organisasi tersebut harus dilindungi dari diskriminasi, tindak balasan, dan intimidasi atau pelecehan (termasuk ancaman) seperti penalti atau konsekuensi negatif lainnya.</p> <p>Unit Sertifikasi harus menyediakan fasilitas gratis di lokasi agar Pekerja dapat berinteraksi satu sama lain dan dengan perwakilannya.</p>	<p>Changes : The phrase 'worker organizations and' shall be removed, as 'labor unions' are sufficient according to the applicable laws and regulation.</p> <p><i>Note :</i> The guideline will explain the provision of free facilities on-site to enable Workers to interact with one another and with their representatives.</p>
6.4.3	<p>The Unit of Certification shall document the minutes of meetings between the UoC and trade unions or <u>workers'</u> representatives. These minutes of meetings shall be accessible upon request, and shall be explained in language(s) the <u>workers</u> understand. The actions agreed upon at these meetings shall be implemented and status of actions is updated.</p>	<p>The Unit of Certification shall document the minutes of meetings between the UoC and trade unions or workers' representatives. These minutes of meetings shall be accessible upon request, and shall be explained in language(s) the workers understand. The actions agreed upon at these meetings shall be implemented and status of actions is updated.</p>	<p>Unit Sertifikasi harus mendokumentasikan notulen pertemuan antara pihak Unit Sertifikasi dan serikat pekerja atau perwakilan pekerja. Notulen pertemuan ini harus dapat diakses, jika diminta, dan dijelaskan dalam bahasa yang dipahami pekerja. Tindakan yang disepakati dalam pertemuan tersebut harus dilaksanakan dan status tindakannya harus diperbarui</p>	<p><i>No changes on text</i></p>
6.5	<p>There is no use of <u>child labour</u></p>	<p>There is no use of child labour</p>	<p>Tidak menggunakan Pekerja Anak</p>	<p><i>No changes on text</i></p>
6.5.1 (C)	<p>The Unit of Certification shall establish and implement a policy for the protection of <u>children</u>, and the prohibition and <u>remediation</u> for <u>child labour</u>. The policy shall be made <u>publicly available</u>.</p> <p>The UoC shall <u>socialise</u> this policy and the negative effects of <u>child labour</u> to the <u>workforce, contractors, suppliers</u>, and any other relevant <u>stakeholders</u>, in a language that they understand.</p>	<p>The Unit of Certification shall establish and implement a policy for the protection of children, and the prohibition and remediation for child labour. The policy shall be made publicly available.</p> <p>The UoC shall socialise this policy and the negative effects of child labour to the workforce, contractors, suppliers, and any other relevant stakeholders, in a language that they understand.</p>	<p>Unit Sertifikasi harus membuat dan melaksanakan kebijakan tentang perlindungan anak, termasuk larangan dan remediasi untuk pekerja anak. Kebijakan ini harus tersedia untuk publik.</p> <p>Unit Sertifikasi harus melakukan sosialisasi kebijakan ini dan dampak negatif praktik pekerja anak, dengan bahasa yang mudah dipahami, kepada Pekerja, Kontraktor, Pemasok, dan pemangku kepentingan yang relevan.</p>	<p><i>No changes on text</i></p>

6.5.2 (C)	For non-hazardous work, the Unit of Certification is permitted to employ <u>young workers</u> from the age of 15, following the national minimum age or the company policy's minimum age, whichever is higher. The work shall not interfere with schooling nor be harmful to their health or development. <u>Young workers</u> shall be paid and provided individual payslips.	For non-hazardous work, the Unit of Certification is permitted to employ young workers from the age of 15, following the national minimum age or the company policy's minimum age, whichever is higher. The work shall not interfere with schooling nor be harmful to their health or development. Young workers shall be paid and provided individual payslips.	Untuk pekerjaan yang tidak berbahaya, Unit Sertifikasi diperbolehkan mempekerjakan pekerja muda mulai dari usia 15 tahun sesuai dengan peraturan nasional atau kebijakan perusahaan, mana yang lebih tinggi. Pekerjaan ini tidak boleh mengganggu kegiatan sekolah ataupun membahayakan kesehatan atau tumbuh kembang anak tersebut. Pekerja muda harus dibayar dan diberikan slip gaji.	<i>No changes on text.</i> <i>Notes :</i> The guideline will provide clarification on young workers in line with national legislation (see INA NI 2020 guideline for reference).
6.5.3 (C)	The Unit of Certification shall document and implement an age screening verification procedure. In the event <u>child labour</u> is found, the UoC shall conduct <u>remediation</u> as guided by the latest version of the 'RSPO Guidance on Child Rights for Palm Oil Producers'.	The Unit of Certification shall document and implement an age screening verification procedure. In the event child labour is found, the UoC shall conduct remediation as guided by the latest version of the 'RSPO Guidance on Child Rights for Palm Oil Producers'.	Unit Sertifikasi harus mendokumentasikan dan melaksanakan prosedur verifikasi usia. Jika ditemukan adanya pekerja anak, Unit Sertifikasi harus melakukan remediasi sesuai dengan panduan dalam 'Panduan RSPO untuk Produsen Minyak Sawit mengenai Hak Anak' versi terbaru.	<i>No changes on text</i>
6.6	All forms of <u>intimidation</u>, <u>harassment</u>, <u>abuse</u>, or <u>violence</u> in the workplace are prevented, mitigated, and addressed.	All forms of intimidation, harassment, abuse, or violence in the workplace are prevented, mitigated, and addressed.	Segala bentuk intimidasi, pelecehan, penyalahgunaan atau kekerasan di tempat kerja dicegah, dimitigasi, dan ditangani.	<i>No changes on text</i>
6.6.1 (C)	The Unit of Certification shall establish and implement a policy for prohibiting all forms of <u>intimidation and harassment</u> (including threats), <u>sexual harassment</u> , <u>abuse</u> , and <u>violence</u> . There shall be procedures for investigation, disciplinary actions/sanctions, and <u>remediation</u> . The policy shall be made <u>publicly available</u> and <u>socialised</u> to <u>workforce</u> , <u>suppliers</u> , and <u>contractors</u> in a language that they understand.	The Unit of Certification shall establish and implement a policy for prohibiting all forms of intimidation and harassment (including threats), sexual harassment, abuse, and violence. There shall be procedures for investigation, disciplinary actions/sanctions, and remediation. The policy shall be made publicly available and socialised to workforce, suppliers, and contractors in a language that they understand.	Unit Sertifikasi harus membuat dan melaksanakan kebijakan larangan segala bentuk intimidasi dan pelecehan (termasuk ancaman), pelecehan seksual, penyalahgunaan, dan kekerasan. Harus tersedia prosedur investigasi, tindakan disiplin/sanksi, dan remediasi. Kebijakan ini harus tersedia bagi publik dan disosialisasikan kepada pekerja, pemasok, dan kontraktor, dengan bahasa yang dapat dipahami.	<i>No changes on text</i>
6.7	Rights of women <u>workers</u> are respected and promoted and where violations are found, women shall be provided access to <u>remediation</u>.	Rights of women workers are respected and promoted and where violations are found, women shall be provided access to remediation.	Hak - hak pekerja perempuan dihormati dan dipromosikan, dan jika ditemukan adanya pelanggaran, perempuan harus diberi akses untuk remediasi.	<i>No changes on text</i>

6.7.1 (C)	The Unit of Certification shall establish and implement a policy to protect the rights of women <u>workers</u> (e.g., reproductive rights, <u>maternal health</u> , women's safety). The policy shall be made <u>publicly available</u> and <u>socialised</u> to the workforce in a language that they understand.	The Unit of Certification shall establish and implement a policy to protect the rights of women workers (e.g., reproductive rights, maternal health, women's safety). The policy shall be made publicly available and socialised to the workforce in a language that they understand.	Unit Sertifikasi harus menyusun dan melaksanakan kebijakan untuk melindungi hak pekerja perempuan (misalnya hak reproduksi, kesehatan ibu, dan keselamatan perempuan). Kebijakan ini harus tersedia untuk publik dan disosialisasikan kepada pekerja dengan bahasa yang dapat dipahami.	<i>No changes on text</i>
6.7.2 (C)	<p>The Unit of Certification shall facilitate the formation of a Women's Welfare and Empowerment Committee of women <u>workers</u> to discuss matters such as, but not limited to, those related to <u>discrimination</u>, safety, grievances, or workplace issues. The Women's Welfare and Empowerment Committee shall be permitted to decide the frequency of meetings. Meetings shall be conducted in a language that is understood or spoken by its members. The UoC shall provide a safe and secure meeting place.</p> <p>The Unit of Certification shall respond to any issues presented by the Women's Welfare and Empowerment Committee. Any actions taken shall be documented. Where no action is taken, the UoC shall record its reasons.</p>	<p>The Unit of Certification shall facilitate the formation of a Women's Welfare and Empowerment Committee of women workers to discuss matters such as, but not limited to, those related to discrimination, safety, grievances, or workplace issues. The Women's Welfare and Empowerment Committee shall be permitted to decide the frequency of meetings. Meetings shall be conducted in a language that is understood or spoken by its members. The UoC shall provide a safe and secure meeting place.</p> <p>The Unit of Certification shall respond to any reports presented by the Women's Welfare and Empowerment Committee. Any actions taken shall be documented. Where no action is taken, the UoC shall record its reasons.</p>	<p>Unit Sertifikasi harus memfasilitasi pembentukan Komite Kesejahteraan dan Pemberdayaan Perempuan sebagai wadah bagi pekerja perempuan untuk membahas masalah seperti (tetapi tidak terbatas pada) diskriminasi, keselamatan, keluhan, ataupun permasalahan di tempat kerja.</p> <p>Komite Kesejahteraan dan Pemberdayaan Perempuan harus diizinkan untuk menentukan frekuensi pertemuan. Pertemuan-pertemuan ini harus dilakukan dengan bahasa yang dipahami atau biasa digunakan oleh para anggotanya. Unit sertifikasi harus menyediakan ruang pertemuan yang aman dan terjaga.</p> <p>Unit Sertifikasi harus menanggapi setiap laporan yang disampaikan oleh Komite Kesejahteraan dan Pemberdayaan Perempuan. Segala tindakan yang diambil harus didokumentasikan. Jika tidak ada tindakan yang diambil, Unit Sertifikasi harus mencatat alasannya.</p>	<p>Changes : Remove "issues" with "reports" in last paragraph.</p> <p>Note : The guideline will clarify that the role of this committee can be considered equivalent to that of a gender committee.</p>
6.7.3 (C)	No work with hazardous chemicals is undertaken by pregnant or breastfeeding women <u>workers</u> . The Unit of Certification shall provide safe alternative work with equivalent pay to the identified women <u>workers</u> . Pregnancy tests shall be provided when legally mandated and with the women <u>workers</u> ' consent.	No work with hazardous chemicals is undertaken by pregnant or breastfeeding women workers. The Unit of Certification shall provide safe alternative work with equivalent pay to the identified women workers. Pregnancy tests shall be provided when legally mandated and with the women workers' consent.	<p>Tidak boleh ada pekerjaan dengan bahan kimia berbahaya yang dilakukan oleh pekerja perempuan hamil atau menyusui. Unit Sertifikasi harus memberikan pekerjaan alternatif yang aman dengan upah yang setara bagi pekerja perempuan yang teridentifikasi hamil atau menyusui.</p> <p>Tes kehamilan harus disediakan jika diwajibkan secara hukum dan dengan persetujuan pekerja perempuan tersebut.</p>	<i>No changes on text</i>

6.7.4	The Unit of Certification shall assess the medical and maternity needs of expectant and new mothers in consultation with them, and actions shall be taken to address the needs that have been identified.	The Unit of Certification shall assess the medical and maternity needs of expectant and new mothers in consultation with them, and actions shall be taken to address the needs that have been identified.	Unit Sertifikasi harus melakukan identifikasi kebutuhan medis dan maternitas ibu hamil dan ibu baru bersalin dengan berkonsultasi dengannya, serta mengambil tindakan untuk menangani kebutuhan yang telah teridentifikasi.	<i>No changes on text</i>
6.8	Forced Labour and Trafficking in persons is prohibited. Prevention and remediation procedures are in place. *National Interpretations shall include information on national regulations governing recruitment fees and related costs, where applicable.	Forced Labour and Trafficking in persons is prohibited. Prevention and remediation procedures are in place.	Praktik kerja paksa dan perdagangan manusia dilarang. Prosedur pencegahan dan remediasi dijalankan.	<i>No changes on text</i> <i>Note :</i> The guideline will explain the national regulations governing recruitment fees and related costs, if applicable.
6.8.1 (C)	The Unit of Certification shall develop and implement policies and procedures on the prevention and <u>remediation</u> of <u>forced labour</u> and <u>trafficking in persons</u> ; reference is made to International Labour Organisation (ILO)'s Indicators of Forced Labour. The policies and procedures shall be made <u>publicly available</u> and <u>socialised</u> to the <u>workforce</u> , <u>suppliers</u> , and <u>contractors</u> in a language that they understand. Where <u>migrant workers</u> are employed, specific labour procedures shall be established and implemented. Where third party <u>labour recruiters</u> are used, the Unit of Certification shall conduct an evaluation of them against Indicator 6.8.1 (C).	The Unit of Certification shall develop and implement policies and procedures on the prevention and remediation of forced labour and trafficking in persons; reference is made to International Labour Organisation (ILO)'s Indicators of Forced Labour. The policies and procedures shall be made publicly available and socialised to the workforce, suppliers, and contractors in a language that they understand. Where migrant workers are employed, specific labour procedures shall be established and implemented. Where third party labour recruiters are used, the Unit of Certification shall conduct an evaluation of them against Indicator 6.8.1 (C).	Unit Sertifikasi harus menyusun dan melaksanakan kebijakan dan prosedur terkait pencegahan dan remediasi Kerja Paksa dan perdagangan manusia, dengan merujuk pada Indikator Kerja Paksa dari Organisasi Perburuhan Internasional (ILO). Kebijakan dan prosedur ini harus tersedia bagi publik dan disosialisasikan kepada pekerja, pemasok, dan kontraktor dalam bahasa yang dipahaminya. Jika mempekerjakan pekerja migran, prosedur ketenagakerjaan khusus harus dibuat dan dilaksanakan. Jika menggunakan perekrut pekerja pihak ketiga, Unit Sertifikasi harus melakukan evaluasi terhadap perekrut tersebut berdasarkan Indikator 6.8.1 (K).	<i>No changes on text</i>

6.8.2 (C)	<p>The Unit of Certification shall ensure that there is no <u>debt bondage</u>, withholding of wages, or collection of any payments directly or indirectly, including through deductions from wages and/or benefits.</p> <p>This includes, but is not limited to, the following:</p> <p>A) Wage deductions due to inability to meet unachievable <u>work targets</u>;</p> <p>B) Allowing wage arrears to accumulate due to delayed payment (beyond the payment date agreed in the employment contracts) or non-payment of wages;</p> <p>C) Deception in the calculation and payment of wages, including <u>unlawful wage deductions</u>;</p> <p>D) Requiring <u>workers</u> to pay deposits to the Unit of Certification;</p> <p>E) Wage advances and loans (and related interest rates) which exceed the limits prescribed by law; and</p> <p>F) <u>Recruitment fees and related costs</u></p>	<p>The Unit of Certification shall ensure that there is no debt bondage, withholding of wages, or collection of any payments directly or indirectly, including through deductions from wages and/or benefits.</p> <p>This includes, but is not limited to, the following:</p> <p>A) Wage deductions due to inability to meet unachievable work targets;</p> <p>B) Allowing wage arrears to accumulate due to delayed payment (beyond the payment date agreed in the employment contracts) or non-payment of wages;</p> <p>C) Deception in the calculation and payment of wages, including unlawful wage deductions;</p> <p>D) Requiring workers to pay deposits to the Unit of Certification;</p> <p>E) Wage advances and loans (and related interest rates) which exceed the limits prescribed by law; and</p> <p>F) Recruitment fees and related costs</p>	<p>Unit Sertifikasi harus memastikan bahwa tidak terdapat praktik kerja ijon, penahanan upah, atau pemungutan biaya apa pun secara langsung atau tidak langsung, termasuk melalui pemotongan upah dan/atau tunjangan.</p> <p>Hal ini mencakup, namun tidak terbatas pada:</p> <p>A) pemotongan upah karena tidak mampu memenuhi target kerja yang tidak realistis;</p> <p>B) pembiaran tunggakan upah terakumulasi akibat keterlambatan pembayaran (melewati tanggal pembayaran yang disepakati dalam perjanjian kerja) atau tidak dibayarkannya upah;</p> <p>C) penipuan dalam penghitungan dan pembayaran upah, termasuk pemotongan upah secara tidak sah;</p> <p>D) tindakan meminta pekerja untuk membayar uang jaminan kepada Unit Sertifikasi;</p> <p>E) pembayaran upah di muka dan pinjaman (dan suku bunga terkait) yang melampaui batas yang ditentukan hukum; dan</p> <p>F) biaya perekrutan dan biaya terkait.</p>	<p><i>No changes on text</i></p> <p><i>Note :</i> The guideline will explain the practice of 'ijon' (debt bondage), in accordance with the INA NI 2020.</p>
6.8.3 (C)	<p>The Unit of Certification shall repay active <u>workers</u> (as of, and from, the adoption date of the RSPO Principles & Criteria 2024) who have paid <u>recruitment fees or related costs</u>.</p>	<p>The Unit of Certification shall repay active workers who have paid recruitment fees or related costs (as of, and from, the adoption date of the RSPO Principles & Criteria 2024) .</p>	<p>Unit Sertifikasi harus mengganti biaya kepada pekerja aktif yang telah membayar biaya perekrutan atau biaya terkait (sejak tanggal adopsi Prinsip dan Kriteria RSPO 2024).</p>	<p><i>Changes :</i> replacing "(as of, and from, the adoption date of the RSPO Principles & Criteria 2024)" to clarify</p> <p><i>Note :</i> The guideline will include clarification on the grace period.</p>

6.8.4 (C)	<p><u>Workers' government-issued identity documents and other personal documents shall not be kept by the Unit of Certification. These documents may be handed to the UoC, or those acting on its behalf, for mandatory legal or immigration processing purposes with the consent of the workers, and shall be returned without undue delay.</u></p> <p><u>Secure storage for these documents shall be provided for those workers who are accommodated by the UoC and shall be freely accessible to the workers.</u></p>	<p>Workers' government-issued identity documents and other personal documents shall not be kept by the Unit of Certification. These documents may be handed to the UoC, or those acting on its behalf, for mandatory legal or immigration processing purposes with the consent of the workers, and shall be returned without undue delay.</p> <p>Secure storage for these documents shall be provided for those workers who are accommodated by the UoC and shall be freely accessible to the workers.</p>	<p>Dokumen identitas yang diberikan oleh pemerintah dan dokumen pribadi lainnya milik pekerja tidak boleh disimpan oleh Unit Sertifikasi.</p> <p>Dokumen tersebut dapat diserahkan kepada Unit Sertifikasi, atau pihak yang bertindak atas nama Unit Sertifikasi, untuk keperluan proses hukum atau imigrasi yang bersifat wajib dengan persetujuan pekerja, dan harus dikembalikan tanpa penundaan yang tidak dibenarkan.</p> <p>Penyimpanan yang aman untuk dokumen ini harus disediakan bagi pekerja, dengan diakomodasi oleh Unit Sertifikasi, dan harus mudah diakses dengan bebas oleh pekerja.</p>	<p><i>No changes on text</i></p> <p><i>Note :</i> The guideline will provide clarification with reference to Ministry of Manpower Circular No. M/5/HK/0400/V/2025.</p>
6.8.5 (C)	<p><u>Workers shall be able to enter or exit the Unit of Certification's work and accommodation premises in accordance with reasonable measures related to health, safety, security, and employment terms.</u></p>	<p>Workers shall be able to enter or exit the Unit of Certification's work and accommodation premises in accordance with reasonable measures related to health, safety, security, and employment terms.</p>	<p>Pekerja harus diperbolehkan untuk memasuki atau meninggalkan tempat kerja dan tempat tinggal yang disediakan Unit Sertifikasi sesuai dengan pertimbangan yang wajar terkait kesehatan, keselamatan, keamanan, dan ketentuan ketenagakerjaan.</p>	<p><i>No changes on text</i></p>
6.8.6 (C)	<p><u>Workers who live on-site shall have access to transport and/or means of communication (e.g., telephones, SIM cards, phone credits). Restriction of transport and/or communication shall not be used as a disciplinary measure.</u></p>	<p>Workers who live on-site shall have access to transport and/or means of communication (e.g., telephones, SIM cards, phone credits). Restriction of transport and/or communication shall not be used as a disciplinary measure.</p>	<p>Pekerja yang tinggal di lokasi Unit Sertifikasi harus memiliki akses terhadap transportasi dan/atau sarana komunikasi (misalnya telepon, kartu SIM, dan pulsa). Pembatasan transportasi dan/atau komunikasi tidak boleh digunakan sebagai tindakan disiplin/sanksi.</p>	<p><i>No changes on text</i></p>
6.8.7 (C)	<p>For overtime work, informed consent of the <u>worker</u> shall be obtained. The total working hours shall allow for breaks and rest periods during a working day, as determined by local and/or national laws, including at least 24 consecutive hours of rest in every 7-day period. When work is offered on rest days, informed consent of the <u>worker</u> must be obtained, and they may work for not more than 14 days continuously.</p>	<p>For overtime work, informed consent of the worker shall be obtained. The total working hours shall allow for breaks and rest periods during a working day, as determined by applicable laws and regulations, including at least 24 consecutive hours of rest in every 7-day period. When work is offered on rest days, informed consent of the worker must be obtained, and they may work for not more than 14 days continuously.</p>	<p>Untuk kerja lembur, persetujuan dari pekerja harus diperoleh terlebih dahulu. Jumlah jam kerja harus meliputi waktu jeda dan istirahat selama hari kerja, sebagaimana ditetapkan dalam peraturan perundangan – undangan yang berlaku, termasuk setidaknya 24 jam istirahat berturut-turut dalam setiap periode 7 hari.</p> <p>Jika pekerjaan ditawarkan pada hari istirahat, persetujuan terlebih dahulu dari pekerja harus diperoleh, dan pekerja tidak boleh bekerja lebih dari 14 hari berturut-turut.</p>	<p>Changes : Remove "local and/or national laws" to "applicable laws and regulations"</p>

6.8.8 (C)	<p>Workers shall have the right to enter into, and terminate, their employment.</p> <p>Termination of contract(s) shall be in accordance with their terms of employment.</p> <p>Penalty for termination of employment is prohibited.</p>	<p>Workers shall have the right to enter into, and terminate, their employment. Termination of contract(s) shall be in accordance with their terms of employment. Penalty for termination of employment is prohibited.</p>	<p>Pekerja harus memiliki hak untuk memulai dan mengakhiri hubungan kerja mereka. Pemutusan hubungan kerja harus dilakukan sesuai dengan ketentuan dalam perjanjian kerja. Dilarang memberikan sanksi atas pemutusan hubungan kerja.</p>	<i>No changes on text</i>
6.9	<p>The Unit of Certification shall implement health and safety practices to protect <u>workers</u> from occupational illness, disease, and injury.</p>	<p>The Unit of Certification shall implement health and safety practices to protect workers from occupational illness, disease, and injury.</p>	<p>Unit Sertifikasi harus melaksanakan praktik kesehatan dan keselamatan untuk melindungi pekerja dari gangguan kesehatan, penyakit, dan cedera akibat kerja.</p>	<i>No changes on text</i>
6.9.1 (C)	<p>The Unit of Certification shall establish and implement Occupational Health and Safety policies. The policies shall be made <u>publicly available</u> and <u>socialised</u> to the <u>workforce</u> in a language that they understand.</p> <p>The policies shall include provisions that will:</p> <p>A) Assure a safe and healthy working place;</p> <p>B) Prevent work-related illnesses, diseases, and injuries;</p> <p>C) Create a mechanism for <u>workers</u> to report and raise health and safety issues, including work related accidents, illnesses, diseases, injuries, and emergencies;</p> <p>D) Comply with applicable national laws and Collective Bargaining Agreements (where applicable);</p> <p>E) Provide access to <u>water that is safe to drink</u> at workplace; and</p> <p>F) Establish roles and responsibilities of the Unit of Certification, <u>Health & Safety Committees</u>, and <u>workers</u> in relation to health and safety.</p>	<p>The Unit of Certification shall establish and implement Occupational Health and Safety policies. The policies shall be made publicly available and socialised to the workforce in a language that they understand.</p> <p>The policies shall include provisions that will:</p> <p>A) Assure a safe and healthy working place;</p> <p>B) Prevent work-related illnesses, diseases, and injuries;</p> <p>C) Create a mechanism for workers to report and raise health and safety issues, including work related accidents, illnesses, diseases, injuries, and emergencies;</p> <p>D) Comply with applicable national laws and Collective Bargaining Agreements (where applicable);</p> <p>E) Provide access to water that is safe to drink at workplace; and</p> <p>F) Establish roles and responsibilities of the Unit of Certification, Health & Safety Committees, and workers in relation to health and safety.</p>	<p>Unit Sertifikasi harus membuat dan melaksanakan kebijakan Keselamatan dan Kesehatan Kerja (K3). Kebijakan ini harus tersedia bagi publik dan disosialisasikan kepada pekerja dalam bahasa yang dapat dipahami.</p> <p>Kebijakan ini harus mencakup :</p> <p>A) memastikan tempat kerja yang aman dan sehat;</p> <p>B) mencegah gangguan kesehatan, penyakit, dan cedera akibat kerja;</p> <p>C) menyusun mekanisme bagi Pekerja untuk melaporkan dan mengangkat isu terkait K3, termasuk kecelakaan, gangguan kesehatan, penyakit, cedera dan situasi darurat akibat kerja;</p> <p>D) mematuhi hukum nasional dan Perjanjian Kerja Bersama (jika berlaku);</p> <p>E) menyediakan akses terhadap air yang aman untuk diminum; di tempat kerja; dan</p> <p>F) menetapkan peran dan tanggung jawab Unit Sertifikasi, Komite K3, dan Pekerja sehubungan dengan K3.</p>	<i>No changes on text</i>

6.9.2 (C)	<p>The Unit of Certification shall establish Health and Safety (H&S) Committees at its mill(s) and estate(s). The H&S Committee shall include members from management, worker representatives, worker organisations, and registered trade unions (where applicable). The H&S Committee meetings shall be conducted in a language understood by all members. The UoC shall respond to any issues raised by the H&S Committee. The committee shall meet quarterly.</p> <p>The Unit of Certification shall be responsible for the following matters which are managed through its H&S Committee:</p> <p>A) Workplace health and safety issues, including regular worksite safety inspections, training, and continuous improvements;</p> <p>B) Review Hazard Identification, Risk Assessment and Risk Control (HIRARC), in consultation with <u>Health and Safety (H&S) Committees</u>;</p> <p>C) Identification of the necessary controls for the elimination of workplace hazards;</p> <p>D) Identification, safe storage, mixing, and usage of chemicals including <u>pesticides</u> in the workplace, and establishing a documented procedure for the safe storage, handling, mixing, use, and safe disposal of chemicals;</p> <p>E) Continued improvement of the management system to enhance its H&S performance;</p> <p>F) Concerns raised by <u>workers</u> about health, safety, and welfare; and</p> <p>G) Collaborate with the Women's Welfare and Empowerment Committee to address specific health and safety risks for women workers.</p>	<p>The Unit of Certification shall establish Health and Safety (H&S) Committees at its mill(s) and estate(s). The H&S Committee shall include members from management, worker representatives, and registered trade unions (where applicable). The H&S Committee meetings shall be conducted in a language understood by all members. The UoC shall respond to any issues raised by the H&S Committee. The committee shall meet quarterly.</p> <p>The Unit of Certification shall be responsible for the following matters which are managed through its H&S Committee:</p> <p>A) Workplace health and safety issues, including regular worksite safety inspections, training, and continuous improvements;</p> <p>B) Review Hazard Identification, Risk Assessment and Risk Control (HIRARC), in consultation with Health and Safety (H&S) Committees;</p> <p>C) Identification of the necessary controls for the elimination of workplace hazards;</p> <p>D) Identification, safe storage, mixing, and usage of chemicals</p>	<p>Unit Sertifikasi harus membentuk Komite Keselamatan dan Kesehatan Kerja di PKS dan perkebunan miliknya, yang anggotanya mencakup pihak manajemen, perwakilan pekerja, dan serikat pekerja terdaftar (jika ada). Pertemuan Komite K3 harus dilakukan dalam bahasa yang dimengerti semua anggota. Unit Sertifikasi harus menanggapi setiap isu yang dilaporkan oleh Komite K3. Komite ini harus mengadakan pertemuan setiap tiga bulan sekali.</p> <p>Unit Sertifikasi harus bertanggung jawab terhadap hal-hal yang dikelola melalui Komite K3 sebagai berikut:</p> <p>A) Isu K3, termasuk inspeksi keselamatan lokasi kerja rutin, pelatihan, dan perbaikan berkelanjutan;</p> <p>B) peninjauan Identifikasi Bahaya, Penilaian dan Pengendalian Resiko (IBPR), dilakukan melalui konsultasi dengan Komite Keselamatan dan Kesehatan Kerja (K3);</p> <p>C) identifikasi tindakan pengendalian yang diperlukan untuk menghilangkan bahaya di tempat kerja.</p> <p>IBPR harus dilakukan oleh personel yang kompeten dan terlatih dalam penilaian IBPR. IBPR harus ditinjau dan disetujui oleh petugas K3 yang berwenang.</p>	<p>Changes : Removing "workers organization"</p>
6.9.3 (C)	<p>The Unit of Certification shall conduct Hazard Identification, Risk Assessment and Risk Control (HIRARC) at its mill(s) and estate(s) respectively, to identify health and safety issues including gender-specific impacts (e.g., impact of <u>pesticides</u> on reproductive health, pregnant women, <u>young workers</u>), suitable job-specific Personal Protection Equipment (PPE), and persons with disabilities. The HIRARC shall be conducted by competent personnel* who has been trained in HIRARC assessment. The HIRARC shall be reviewed and approved by an authorised health and safety officer.</p> <p><i>*National Interpretations should identify requirements for competent personnel.</i></p>	<p>The Unit of Certification shall conduct Hazard Identification, Risk Assessment and Risk Control (HIRARC) at its mill(s) and estate(s) respectively, to identify health and safety issues including gender-specific impacts (e.g., impact of pesticides on reproductive health, pregnant women, young workers), suitable job-specific Personal Protection Equipment (PPE), and persons with disabilities. The HIRARC shall be conducted by competent personnel* who has been trained in HIRARC assessment. The HIRARC shall be reviewed and approved by an authorised health and safety officer.</p>	<p>Unit Sertifikasi harus melakukan Identifikasi Bahaya, Penilaian dan Pengendalian Risiko (IBPR) di PKS dan perkebunannya masing-masing untuk mengidentifikasi isu terkait K3 termasuk dampak spesifik gender (misalnya dampak pestisida terhadap kesehatan reproduksi, perempuan hamil, dan pekerja muda), Alat Pelindung Diri (APD) yang sesuai untuk setiap jenis pekerjaan, serta penyandang disabilitas.</p> <p>IBPR harus dilakukan oleh personel yang kompeten dan terlatih dalam penilaian IBPR. IBPR harus ditinjau dan disetujui oleh petugas K3 yang berwenang.</p>	<p><i>No changes on text</i></p> <p>Note : The guideline will identify requirements for competent personnel.</p>

6.9.4 (C)	The Unit of Certification shall develop and implement risk mitigation practices and corrective actions (a 'H&S Plan') in consultation with the <u>Health and Safety (H&S) Committees</u> for both its mill(s) and estate(s), based on the UoC's HIRARC. The H&S Plan shall be monitored and reviewed annually.	The Unit of Certification shall develop and implement risk mitigation practices and corrective actions (a 'H&S Plan') in consultation with the Health and Safety (H&S) Committees for both its mill(s) and estate(s), based on the UoC's HIRARC. The H&S Plan shall be monitored and reviewed annually.	Unit Sertifikasi harus menyusun dan melaksanakan praktik mitigasi risiko dan tindakan perbaikan ("Rencana K3") melalui konsultasi dengan Komite K3 di PKS dan perkebunan berdasarkan hasil IBPR oleh Unit Sertifikasi. Rencana K3 ini harus dimonitor dan ditinjau setiap tahun.	<i>No changes on text</i>
6.9.5 (C)	<p>The Unit of Certification shall provide suitable, appropriate, and good conditioned PPE (as determined by the HIRARC assessment) to all <u>workers</u>, free of charge. <u>Workers</u> shall receive training on the importance of proper use and maintenance of essential PPE.</p> <p>Records of the PPE issuance shall be documented and maintained. When there is a need for replacement, it shall be provided free of charge.</p> <p>Sanitation facilities shall be made available for <u>workers</u> applying hazardous chemicals to change out of PPE, wash, and wear their personal clothing. A designated area for washing PPE shall be provided.</p>	<p>The Unit of Certification shall provide suitable, appropriate, and good conditioned PPE (as determined by the HIRARC assessment) to all workers, free of charge. Workers shall receive training on the importance of proper use and maintenance of essential PPE.</p> <p>Records of the PPE issuance shall be documented and maintained. When there is a need for replacement, it shall be provided free of charge.</p> <p>Sanitation facilities shall be made available for workers applying hazardous chemicals to change out of PPE, wash, and wear their personal clothing. A designated area for washing PPE shall be provided.</p>	<p>Unit Sertifikasi harus menyediakan APD yang sesuai, layak, dan dalam kondisi baik (sebagaimana ditentukan berdasarkan penilaian IBPR) untuk semua pekerja, tanpa dipungut biaya. Pekerja harus menjalani pelatihan mengenai pentingnya penggunaan dan pemeliharaan APD secara tepat. Catatan pemberian APD harus didokumentasikan dan disimpan. Jika perlu diganti, APD harus disediakan tanpa dipungut biaya.</p> <p>Fasilitas sanitasi harus tersedia bagi pekerja yang menggunakan bahan kimia berbahaya agar dapat mengganti APD, mencuci, dan mengenakan pakaian pribadinya. Area khusus untuk mencuci APD harus disediakan.</p>	<i>No changes on text</i>
6.9.6 (C)	The Unit of Certification shall provide training on updated job-specific occupational health and safety procedures to relevant <u>workers</u> (e.g., operational supervisors), taking into account gender-specific needs, in a form and language that they understand. The UoC shall conduct assessment of the training conducted, and records of assessment and training shall be maintained.	The Unit of Certification shall provide training on updated job-specific occupational health and safety procedures to relevant workers (e.g., operational supervisors), taking into account gender-specific needs, in a form and language that they understand. The UoC shall conduct assessment of the training conducted, and records of assessment and training shall be maintained.	Unit Sertifikasi harus memberikan pelatihan tentang prosedur K3 terkini untuk jenis pekerjaan tertentu kepada Pekerja yang relevan (misalnya pengawas operasional), dengan mempertimbangkan kebutuhan spesifik gender, dalam bentuk dan bahasa yang dipahaminya. Unit Sertifikasi harus melakukan penilaian terhadap pelatihan yang telah dilakukan, serta catatan penilaian dan pelatihan harus dipelihara.	<i>No changes on text</i>
6.9.7	The Unit of Certification shall assign personnel trained in first aid to all <u>operations</u> . <u>Workers</u> shall have access to first aid kits at all times.	The Unit of Certification shall assign personnel trained in first aid to all operations. Workers shall have access to first aid kits at all times.	Unit Sertifikasi harus menugaskan personel terlatih di bidang Pertolongan Pertama pada Kecelakaan (P3K) untuk semua operasi. Pekerja harus selalu dapat mengakses perlengkapan P3K.	<i>No changes on text</i>

6.9.8	<p>The Unit of Certification shall establish an Emergency Response Procedure (ERP) in accordance with the <u>risk assessment</u> conducted by the UoC. The ERP shall be made available and socialised to the workforce in a language that they understand.</p> <p>The ERP shall include: A) Establishment of an Emergency Response Team (ERT) trained in first aid to provide emergency response in all <u>operations</u>; B) Contact details of personnel responsible for emergencies; C) Contact details and address of nearest medical facilities (e.g., dispensaries, medical practitioners); and D) Safety drills (e.g., fire evacuation).</p> <p>The ERP shall be reviewed annually, and results of the review shall be documented.</p>	<p>The Unit of Certification shall establish an Emergency Response Procedure (ERP) in accordance with the risk assessment conducted by the UoC. The ERP shall be made available and socialised to the workforce in a language that they understand.</p> <p>The ERP shall include: A) Establishment of an Emergency Response Team (ERT) trained in first aid to provide emergency response in all operations; B) Contact details of personnel responsible for emergencies; C) Contact details and address of nearest medical facilities (e.g., dispensaries, medical practitioners); and D) Safety drills (e.g., fire evacuation).</p> <p>The ERP shall be reviewed annually, and results of the review shall be documented.</p>	<p>Unit Sertifikasi harus membuat Prosedur Tanggap Darurat (Emergency Response Procedure/ERP) sesuai dengan penilaian risiko yang dilakukan oleh Unit Sertifikasi. ERP ini harus dapat diakses secara terbuka dan disosialisasikan kepada pekerja dalam bahasa yang mudah dipahami.</p> <p>ERP ini harus mencakup: a) Pembentukan Tim Tanggap Darurat yang terlatih dalam P3K untuk memberikan tindakan tanggap darurat di semua operasi; b) Detail kontak petugas yang bertanggung jawab dalam kondisi darurat; c) Detail kontak dan alamat fasilitas medis terdekat (misalnya apotek dan praktisi medis); dan d) Latihan keselamatan tanggap darurat (misalnya evakuasi kebakaran)</p> <p>ERP ini harus ditinjau setiap tahun. Hasil peninjauan harus didokumentasikan.</p>	No changes on text
6.9.9 (C)	<p>The Unit of Certification shall provide annual medical surveillance for <u>workers</u> handling hazardous chemicals, free of charge. Actions to treat related health conditions shall be documented.</p>	<p>The Unit of Certification shall provide annual medical surveillance for workers handling hazardous chemicals, free of charge. Actions to treat related health conditions shall be documented.</p>	<p>Unit Sertifikasi harus melakukan pemeriksaan kesehatan tahunan terhadap pekerja yang menangani bahan kimia berbahaya, tanpa dipungut biaya. Tindakan untuk menangani kondisi kesehatan terkait harus didokumentasikan.</p>	No changes on text
6.9.10	<p>The Unit of Certification shall record occupational injuries and illnesses using Lost Time Incidents (LTI) metrics. Processes to investigate work-related incidents shall be developed and implemented. Reports of the investigation shall be documented.</p>	<p>The Unit of Certification shall record occupational injuries and illnesses using Lost Time Incidents (LTI) metrics. Processes to investigate work-related incidents shall be developed and implemented. Reports of the investigation shall be documented.</p>	<p>Unit Sertifikasi harus mencatat kejadian cedera dan gangguan kesehatan akibat kerja dengan menggunakan metrik Lost Time Incidents (LTI). Proses investigasi kejadian kecelakaan kerja harus disusun dan dilaksanakan. Laporan investigasi harus didokumentasikan.</p>	No changes on text
6.9.11	<p>The Unit of Certification shall provide all <u>workers</u> with medical care and be covered by accident insurance. Costs incurred from work-related incidents leading to illness, disease, or injury are covered in accordance with national law or by the UoC where national law does not offer protection.</p>	<p>The Unit of Certification shall provide all workers with medical care and be covered by accident insurance. Costs incurred from work-related incidents leading to illness, disease, or injury are covered in accordance with national law or by the UoC where national law does not offer protection.</p>	<p>Unit Sertifikasi harus menyediakan layanan kesehatan dan asuransi kecelakaan kerja bagi semua pekerja. Biaya yang timbul akibat insiden saat bekerja yang menyebabkan gangguan kesehatan, penyakit, atau cedera ditanggung sesuai dengan peraturan yang berlaku atau oleh unit sertifikasi jika peraturan yang berlaku tidak memberikan perlindungan.</p>	No changes on text

6.9.12 (C)	The Unit of Certification shall ensure that only trained <u>workers</u> handle, use, or apply chemicals in accordance with the manufacturers' or suppliers' instructions and precautions. Personnel handling, using, or applying chemicals must demonstrate up-to-date understanding and knowledge related to their assigned tasks.	The Unit of Certification shall ensure that only trained workers handle, use, or apply chemicals in accordance with the manufacturers' or suppliers' instructions and precautions. Personnel handling, using, or applying chemicals must demonstrate up-to-date understanding and knowledge related to their assigned tasks.	Unit Sertifikasi harus memastikan bahwa hanya pekerja terlatih yang menangani, menggunakan, atau mengaplikasikan bahan kimia sesuai dengan petunjuk dan tindakan pencegahan dari produsen atau pemasok bahan kimia. Petugas yang menangani, menggunakan, atau mengaplikasikan bahan kimia wajib menunjukkan pemahaman dan pengetahuan terkini terkait dengan tugas yang diberikan.	<i>No changes on text</i>
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Principle 7 - RSPO Growers protect, conserve, and enhance ecosystems as responsible environmental stewards				
Criteria/Indicator		Revised Criteria / Indicator (in English)	Revised Criteria / Indicator (in National Language - if	Reason for changes
7.1	<p>The Unit of Certification shall practise Integrated Pest Management to effectively manage pests, diseases, weeds and invasive introduced species.</p> <p><i>*National Interpretations shall determine any nationally regulated and/or industrial specific controls, measures, best practices, and thresholds. This may include:</i></p> <p>A) <i>Prohibited chemical <u>pesticides</u>;</i></p> <p>B) <i>Controlled chemical <u>pesticides</u>;</i></p> <p>C) <i>Use of <u>biological control agents</u>;</i></p> <p>D) <i><u>Prophylactic</u> use;</i></p> <p>E) <i><u>Aerial spraying</u>; and</i></p> <p>F) <i>Medical surveillance.</i></p>	The Unit of Certification shall practise Integrated Pest Management to effectively manage pests, diseases, weeds and invasive introduced species.	Unit Sertifikasi harus mempraktikkan Pengendalian Hama Terpadu (PHT) untuk mengendalikan secara efektif hama, penyakit, gulma, dan spesies invasif yang diintroduksi.	<p><i>No changes on text</i></p> <p>Notes: specific guideline will be developed to determine any nationally regulated and/or industrial specific controls, measures, best practices, and thresholds, include:</p> <p>A) Prohibited chemical pesticides;</p> <p>B) Controlled chemical pesticides;</p> <p>C) Use of biological control agents;</p> <p>D) Prophylactic use;</p> <p>E) Aerial spraying; and</p> <p>F) Medical surveillance.</p>
7.1.1 (C)	The Unit of Certification shall develop and implement an <u>Integrated Pest Management</u> (IPM) plan to mitigate negative impacts of unsustainable pest management methods on the environment and human health.	The Unit of Certification shall develop and implement an Integrated Pest Management (IPM) plan to mitigate negative impacts of unsustainable pest management methods on the environment and human health.	Unit Sertifikasi harus menyusun dan melaksanakan rencana Pengendalian Hama Terpadu (PHT) untuk memitigasi dampak negatif akibat metode pengendalian hama yang tidak berkelanjutan terhadap lingkungan dan kesehatan manusia.	<p><i>No changes on text</i></p>
7.1.2 (C)	<p>Restricted and hazardous <u>pesticides</u> that endanger the health of <u>workers</u>, families, <u>communities</u>, or the environment shall not be used, unless in exceptional circumstances as validated by a <u>due diligence</u> process or when authorised by government authorities for pest outbreaks.</p> <p>This shall include <u>pesticides</u> that are:</p> <p>A) Categorised as World Health Organization Class 1A or 1B;</p> <p>B) Meet the criteria for carcinogenicity Categories 1A and 1B, mutagenicity Categories 1A and 1B, or reproductive toxicity Categories 1A and 1B, according to the Globally Harmonized System on Classification and Labelling of Chemicals (GHS);</p> <p>C) Listed by the Stockholm or Rotterdam Conventions;</p> <p>D) Restricted or prohibited under national regulations; and/or</p> <p>E) Paraquat.</p>	<p>Restricted and hazardous pesticides that endanger the health of workers, families, communities, or the environment shall not be used, unless in exceptional circumstances as validated by a due diligence process or when authorised by government authorities for pest outbreaks.</p> <p>This shall include pesticides that are:</p> <p>A) Categorised as World Health Organization Class 1A or 1B;</p> <p>B) Meet the criteria for carcinogenicity Categories 1A and 1B, mutagenicity Categories 1A and 1B, or reproductive toxicity Categories 1A and 1B, according to the Globally Harmonized System on Classification and Labelling of Chemicals (GHS);</p> <p>C) Listed by the Stockholm or Rotterdam Conventions;</p> <p>D) Restricted or prohibited under national regulations; and/or</p> <p>E) Paraquat.</p>	<p>Pestisida yang dibatasi penggunaannya dan berbahaya bagi kesehatan pekerja, keluarga, masyarakat, atau lingkungan tidak boleh digunakan, kecuali dalam keadaan luar biasa sebagaimana diperbolehkan melalui proses uji tuntas atau jika diizinkan oleh instansi Pemerintah yang berwenang untuk wabah hama.</p> <p>Larangan ini harus mencakup pestisida yang dikategorikan sebagai:</p> <p>A) Kelas 1A atau 1B dalam daftar Organisasi Kesehatan Dunia (WHO);</p> <p>B) pestisida yang memenuhi kriteria untuk karsinogenisitas Kategori 1A dan 1B, mutagenisitas Kategori 1A dan 1B, atau toksisitas terhadap reproduksi Kategori 1A dan 1B menurut Globally Harmonized System on Classification and Labeling of Chemicals (GHS);</p> <p>C) pestisida yang tercantum dalam Konvensi Stockholm atau Konvensi Rotterdam;</p> <p>D) pestisida yang dibatasi atau dilarang berdasarkan peraturan nasional; dan/atau</p> <p>E) parakuat.</p>	<p><i>No changes on text</i></p>

7.1.3 (C)	The Unit of Certification shall record all <u>pesticides</u> usage. Records shall include the <u>pesticide's</u> trade name, <u>active ingredient</u> , LD50, quantity of <u>active ingredient</u> used, period of usage, location/area of application, and reason for usage.	The Unit of Certification shall record all pesticides usage. Records shall include the pesticide's trade name, active ingredient, LD50, quantity of active ingredient used, period of usage, location/area of application, and reason for usage.	Unit Sertifikasi harus mencatat semua penggunaan pestisida. Catatan tersebut harus mencakup merek dagang pestisida, bahan aktif, LD50, kuantitas bahan aktif yang digunakan, waktu penggunaan, area pengaplikasian, dan alasan penggunaannya.	<i>No changes on text</i>
7.1.4 (C)	There shall be no <u>prophylactic</u> use of <u>pesticides</u> , unless in exceptional circumstances, as identified in national best practice guidelines.	There shall be no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines.	Tidak ada penggunaan pestisida secara preventif untuk pencegahan hama dan penyakit (prophylactic use), kecuali dalam situasi-situasi spesifik seperti yang telah diidentifikasi dalam pedoman Praktik-Praktik Terbaik di Indonesia.	<i>No changes on text</i>
7.1.5 (C)	The Unit of Certification shall not launch <u>aerial sprayings</u> of <u>pesticides</u> , unless in exceptional circumstances where no other viable alternatives are available. When <u>aerial spraying</u> is unavoidable, prior approval from government authorities shall be obtained and detailed information of the <u>aerial spraying</u> shall be provided to potentially affected <u>local communities</u> at least 48 hours prior to application of <u>aerial spraying</u> . Targeted spraying with unmanned aerial vehicles (drones) is permitted.	The Unit of Certification shall not launch aerial sprayings of pesticides, unless in exceptional circumstances where no other viable alternatives are available. When aerial spraying is unavoidable, prior approval from government authorities shall be obtained and detailed information of the aerial spraying shall be provided to potentially affected local communities at least 48 hours prior to application of aerial spraying. Targeted spraying with unmanned aerial vehicles (drones) is permitted.	Unit sertifikasi tidak boleh melakukan penyemprotan pestisida dari udara, kecuali dalam kondisi luar biasa ketika tidak terdapat tindakan alternatif lain yang dapat dilakukan. Jika penyemprotan dari udara tidak dapat dihindari, persetujuan dari instansi Pemerintah harus didapatkan terlebih dahulu, dan informasi terperinci terkait penyemprotan udara harus diberikan kepada masyarakat setempat yang berpotensi terkena dampak penyemprotan setidaknya 48 jam sebelum penyemprotan dari udara dilakukan. Penyemprotan terarah dengan pesawat nirawak (drone) diperbolehkan.	<i>No changes on text</i> notes : The guideline will explain the types of aerial spraying that are permitted and those that are not permitted
7.1.6 (C)	The introduction of species referenced in the Global Invasive Species Database and/or CABI Digital Library and/or national regulation shall be prohibited.	The introduction of species referenced in the national regulation shall be prohibited.	Introduksi spesies invasif yang terdaftar dalam peraturan perundang-undangan nasional yang berlaku harus dilarang.	<i>Changes :</i> The CABI reference is not used because it is outdated, and the relevant provisions have already been regulated under Indonesian national regulations (Minister of Environment and Forestry Regulation No. P.94/MENLHK/SEKJEN/KUM.1/12/2016). Notes: specific guideline will be developed to provide a clearer definition of 'introduction'

7.1.7 (C)	Where the use of the invasive or prohibited species was already in place before November 2024, the Unit of Certification shall manage the usage of such species in line with <u>internationally accepted scientific protocols</u> or national regulations.	Where the use of the invasive or prohibited species was already in place before RSPO INA NI P&C 2024 is enacted , the Unit of Certification shall manage the usage of such species in line with internationally accepted scientific protocols or national regulations.	Apabila pemanfaatan spesies invasif atau terlarang sudah terlanjur digunakan sebelum RSPO INANI P&C 2024 berlaku , maka Unit Sertifikasi harus mengelola penggunaan spesies tersebut sesuai dengan protokol ilmiah yang diterima secara internasional atau peraturan nasional.	Changes : The phrase 'November 2024' is replaced with ' before RSPO INANI P&C 2024 is enacted ' because this indicator has not yet been fully socialized and the generic P&C has not yet come into effect. Notes: specific guideline will be developed to provide a national regulation.
7.1.8	The use of fire for pest or disease control shall be prohibited, unless in exceptional circumstances. Where fire must be used for control of pests and diseases, the Unit of Certification shall provide evidence of prior approval from government authorities and implement a plan to prevent, mitigate, and/or repair damages to the environment.	The use of fire for pest or disease control shall be prohibited, unless in exceptional circumstances. Where fire must be used for control of pests and diseases, the Unit of Certification shall provide evidence of prior approval from government authorities and implement a plan to prevent, mitigate, and/or repair damages to the environment.	Penggunaan api secara terbuka untuk pengendalian hama atau penyakit harus dilarang, kecuali dalam kondisi luar biasa. Apabila penggunaan api secara terbuka harus dilakukan untuk mengendalikan hama dan penyakit, Unit Sertifikasi harus memberikan bukti persetujuan sebelumnya dari instansi pemerintah yang berwenang dan melaksanakan rencana untuk mencegah, memitigasi, dan/atau memperbaiki kerusakan lingkungan.	<i>No changes on text</i>
7.2	The Unit of Certification shall reduce, recycle, reuse, and dispose of <u>waste</u>/by-products in an environmentally and socially responsible manner.	The Unit of Certification shall reduce, recycle, reuse, and dispose of waste/by-products in an environmentally and socially responsible manner.	Unit Sertifikasi harus mengurangi, mendaur ulang, menggunakan ulang, dan membuang limbah/produk sampingan secara bertanggung jawab terhadap lingkungan dan sosial.	<i>No changes on text</i>
7.2.1	The Unit of Certification shall develop and implement a <u>waste management</u> plan to reduce, minimise, recycle, and reuse <u>waste</u> produced from its <u>operations</u> and non-operational activities. The plan shall also include responsible disposal of <u>waste</u> or by-products, where applicable.	The Unit of Certification shall develop and implement a waste management plan to reduce, minimise, recycle, and reuse waste produced from its operations and non-operational activities. The plan shall also include responsible disposal of waste or by-products, where applicable.	Unit Sertifikasi harus menyusun dan melaksanakan rencana pengelolaan limbah untuk mengurangi, meminimalkan, mendaur ulang, dan menggunakan ulang limbah yang ditimbulkan dari kegiatan operasional dan non-operasionalnya. Rencana ini harus mencakup pembuangan limbah atau produk sampingan secara bertanggung jawab, jika berlaku.	<i>No changes on text</i>
7.2.2	The Unit of Certification shall develop and implement a nutrient recycling plan. The nutrient recycling plan shall include the recycling of biomass (i.e., Empty Fruit Bunches/EFB, Palm Oil Mill Effluent/POME, palm residues) and optimal use of inorganic fertilisers.	The Unit of Certification shall develop and implement a nutrient recycling plan. The nutrient recycling plan shall include the recycling of biomass (i.e., Empty Fruit Bunches/EFB, Palm Oil Mill Effluent/POME, palm residues) and optimal use of inorganic fertilisers.	Unit Sertifikasi harus menyusun dan melaksanakan rencana daur ulang nutrisi. Rencana daur ulang nutrisi harus mencakup daur ulang biomassa (misalnya Tandan Buah Kosong/EFB, Limbah Cair PKS/POME, dan residu sawit) dan penggunaan pupuk anorganik secara optimal.	<i>No changes on text</i> <i>Notes: The guideline will explain the the palm residues</i>
7.2.3 (C)	The Unit of Certification shall demonstrate that <u>workers</u> have job-specific training to implement the <u>waste management</u> plan.	The Unit of Certification shall demonstrate that workers have job-specific training to implement the waste management plan.	Unit Sertifikasi harus menunjukkan bahwa pekerja yang relevan menerima pelatihan khusus untuk melaksanakan rencana pengelolaan limbah.	

7.2.4	The use of fire as a measure for <u>waste</u> disposal shall be prohibited, unless in exceptional circumstances. Direct disposal of <u>waste</u> into <u>watercourses</u> or other ecosystems shall be prohibited.	The use of fire as a measure for waste disposal shall be prohibited, unless in exceptional circumstances. Direct disposal of waste into watercourses or other ecosystems shall be prohibited.	Penggunaan api secara terbuka sebagai langkah pemusnahan limbah dilarang, kecuali dalam keadaan luar biasa. Pembuangan limbah secara langsung ke badan air atau ekosistem lainnya dilarang.	<i>No changes on text</i> <i>Notes: Further clarification will be provided in a specific guideline addressing water bodies and direct waste discharge, with reference to Ministry of Environment and Forestry Regulation No. 5 of 2021 concerning Water Bodies</i>
7.3	The Unit of Certification shall not conduct <u>new plantings</u> on <u>steep terrain</u>, <u>marginal soil(s)</u>, and <u>fragile soil(s)</u>. The UoC shall adopt best soil conservation practices for minimising soil erosion and soil degradation in these areas. <i>*National Interpretations should determine nationally regulated specific controls (best practices) and thresholds, such as slope limits, specifying soil types (<u>marginal</u> and/or <u>fragile</u>) on which planting should be avoided, or the proportion of <u>plantation</u> area that may be allowed. National Interpretation may include expanded definitions of 'extensive planting', '<u>marginal soil</u>', '<u>fragile soil</u>', and '<u>steep slope</u>'.</i>	The Unit of Certification shall not conduct new plantings on steep terrain, marginal soil(s), and fragile soil(s). The UoC shall adopt best soil conservation practices for minimising soil erosion and soil degradation in these areas.	Unit Sertifikasi tidak dapat melakukan penanaman baru di lahan berlereng curam, tanah marginal, dan tanah rentan. Unit Sertifikasi harus menerapkan praktik konservasi tanah terbaik untuk meminimalkan erosi dan degradasi tanah di area tersebut.	<i>No changes on text</i> <i>Notes:</i> This will be further explained in a general guideline about specific controls (best practices) and thresholds in line with national regulations—for example, slope limits, lists of soil types (marginal and/or fragile) that must not be cultivated, or the proportion of plantation areas that may be utilized.
7.3.1 (C)	Areas of <u>steep terrain</u> , <u>marginal soil(s)</u> , and <u>fragile soil(s)</u> shall be identified and mapped. Soil surveys and topographic information shall guide the planning of drainage and irrigation systems, roads, and other infrastructure of the Unit of Certification. To demonstrate the long-term suitability of land for oil palm cultivation, soil maps or soil surveys identifying <u>marginal</u> and <u>fragile soils</u> , including <u>steep terrain</u> , shall be taken into account in plans and <u>operations</u> .	Areas of steep terrain, marginal soil(s), and fragile soil(s) shall be identified and mapped. Soil surveys and topographic information shall guide the planning of drainage and irrigation systems, roads, and other infrastructure of the Unit of Certification. To demonstrate the long-term suitability of land for oil palm cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, shall be taken into account in plans and operations.	Tersedia peta hasil identifikasi lahan berlereng curam, tanah marginal, dan tanah rentan. Survei tanah dan informasi topografi/pemetaan harus dijadikan panduan dalam merencanakan sistem drainase dan irigasi, jalan, serta infrastruktur lainnya dalam Unit Sertifikasi. Untuk menunjukkan kesesuaian lahan jangka panjang untuk budidaya kelapa sawit, peta tanah atau survey tanah yang mengidentifikasi tanah marginal dan tanah rentan, termasuk lahan berlereng curam, harus dipertimbangkan dalam rencana dan kegiatan operasional.	<i>No changes on text</i>
7.3.2 (C)	The Unit of Certification shall not conduct <u>new plantings</u> and <u>extensive replanting</u> of oil palm on steep terrain.	The Unit of Certification shall not conduct new plantings and extensive replanting of oil palm on steep terrain in accordance with national regulations.	Unit Sertifikasi tidak boleh melakukan penanaman baru dan penanaman kembali/replanting secara ekstensif di lahan berlereng curam sesuai dengan peraturan nasional yang berlaku.	changes : to add: ' in accordance with national regulations ,' as it has already been regulated under national law.

7.3.3 (C)	<p>The Unit of Certification shall not conduct <u>new plantings</u> and/or new <u>development</u> on <u>marginal soil(s)</u> and/or <u>fragile soil(s)</u>.</p> <p>Procedural Note The RSPO New Planting Procedure shall be updated to reflect this requirement.</p>	<p>The Unit of Certification shall not conduct new plantings and/or new development on marginal soil(s) and/or fragile soil(s) in accordance with national regulations.</p> <p>Procedural Note The RSPO New Planting Procedure shall be updated to reflect this requirement.</p>	<p>Unit Sertifikasi tidak boleh melakukan penanaman baru dan/atau pengembangan baru pada tanah marginal dan/atau tanah rentan sesuai dengan peraturan nasional yang berlaku.</p> <p>Catatan Prosedural Prosedur Penanaman Baru RSPO harus diperbarui untuk menunjukkan persyaratan ini.</p>	<p>Changes : to add: 'in accordance with national regulations,' as it has already been regulated under national law.</p>
7.3.4 (C)	<p>In the event there is any <u>replanting</u> on <u>marginal soil(s)</u> and/or <u>fragile soil(s)</u>, the Unit of Certification should manage the area in line with the 'RSPO Best Management Practices (BMPs) for Soil'.</p> <p>Procedural Note RSPO shall develop the 'RSPO Best Management Practices (BMPs) for Soil' guidance document. Other soil management approaches to maintain the environmental integrity of <u>marginal soil(s)</u> and/or <u>fragile soil(s)</u> may apply.</p>	<p>In the event there is any replanting on marginal soil(s) and/or fragile soil(s), the Unit of Certification should manage the area in line with the 'RSPO Best Management Practices (BMPs) for Soil' and national regulations.</p> <p>Procedural Note RSPO shall develop the 'RSPO Best Management Practices (BMPs) for Soil' guidance document. Other soil management approaches to maintain the environmental integrity of marginal soil(s) and/or fragile soil(s) may apply.</p>	<p>Jika terdapat penanaman kembali/replanting di tanah marginal dan/atau tanah rentan, Unit Sertifikasi harus mengelola area tanah tersebut sesuai dengan 'Praktik Pengelolaan Terbaik (PPT) RSPO untuk Tanah' dan peraturan nasional yang berlaku.</p> <p>Catatan Prosedural Dokumen panduan untuk 'Praktik Pengelolaan Terbaik (PPT) RSPO untuk Tanah' harus dikembangkan oleh RSPO.</p>	<p>Changes : to add: 'and national regulations,' as it has already been regulated under national law.</p>
7.4	<p>The Unit of Certification shall prohibit land clearing on <u>peatland</u> (regardless of depth) after the cut-off date of 15 November 2018. All plantings on <u>peatland</u> before the cut-off date shall be managed responsibly. All unplanted and set-aside <u>peatlands</u> are protected and conserved.</p>	<p>The Unit of Certification shall prohibit land clearing on peatland (regardless of depth) after the cut-off date of 15 November 2018. All plantings on peatland before the cut-off date shall be managed responsibly. All unplanted and set-aside peatlands are protected and conserved.</p>	<p>Unit Sertifikasi dilarang membuka lahan gambut (berapa pun kedalamannya) setelah tanggal batas akhir 15 November 2018. Semua penanaman di lahan gambut sebelum tanggal batas akhir tersebut harus dikelola secara bertanggung jawab. Semua lahan gambut yang dicadangkan dan tidak tertanam harus dilindungi dan dikonservasi.</p>	<p><i>No changes on text</i></p>
7.4.1 (C)	<p>There shall be no <u>new plantings</u> and/or <u>development</u> on <u>peatlands</u>, regardless of depth, after 15 November 2018.</p>	<p>There shall be no new plantings and/or development on peatlands, regardless of depth, after 15 November 2018.</p>	<p>Tidak ada penanaman baru dan/atau pengembangan baru di lahan gambut, berapa pun kedalamannya, setelah tanggal batas akhir 15 November 2018.</p>	<p><i>No changes on text</i></p> <p><i>notes : a specific guideline will be established to address new developments.</i></p>
7.4.2	<p>The Unit of Certification shall map and have inventories of all areas of <u>peatlands</u> (planted and unplanted) in accordance with RSPO procedures on Peat Inventory. The UoC shall make its map and other inventory information available to the RSPO Secretariat.</p>	<p>The Unit of Certification shall map and have inventories of all areas of peatlands (planted and unplanted) in accordance with RSPO procedures on Peat Inventory. The UoC shall make its map and other inventory information available to the RSPO Secretariat.</p>	<p>Unit Sertifikasi harus memetakan dan menginventarisasi semua lahan gambut, yang tertanam dan tidak tertanam, sesuai dengan prosedur Inventarisasi Gambut RSPO. Unit Sertifikasi harus menyediakan peta dan informasi hasil inventarisasi kepada Sekretariat RSPO.</p>	<p><i>No changes on text</i></p>

7.4.3 (C)	Any activities by the Unit of Certification that may disrupt <u>peatland</u> ecosystem integrity or hydrology including new construction of drains, roads, dams, bunds, levees, and/or power lines on unplanted and set-aside <u>peatlands</u> shall be prohibited.	Any activities by the Unit of Certification that may disrupt peatland ecosystem integrity or hydrology including new construction of drains, roads, dams, bunds, levees, and/or power lines on unplanted and set-aside peatlands shall be prohibited, unless the development is for non-corporate purposes (non-corporate land clearance) in accordance with applicable national regulations.	Unit Sertifikasi tidak melakukan kegiatan-kegiatan apa pun yang dapat mengganggu integritas ekosistem atau hidrologis lahan gambut, termasuk pembangunan drainase, jalan, bendungan, pematang, tanggul penahan banjir, dan/atau jaringan listrik di lahan gambut yang dicadangkan dan tidak tertanam, kecuali jika pembangunan tersebut adalah bukan untuk kepentingan korporasi (non-corporate land clearance) sesuai dengan peraturan nasional yang berlaku.	Changes : add conditional clause "unless the development is for non-corporate purposes (non-corporate land clearance) in accordance with applicable national regulations."
7.4.4 (C)	The Unit of Certification shall protect and manage all unplanted and set-aside <u>peatlands</u> , guided by the latest version of 'RSPO Manual on Best Management Practices (BMPs) for Management and Rehabilitation of Peatlands' and associated audit guidance.	The Unit of Certification shall protect and manage all unplanted and set-aside peatlands, guided by the latest version of 'RSPO Manual on Best Management Practices (BMPs) for Management and Rehabilitation of Peatlands' and associated audit guidance.	Unit Sertifikasi harus melindungi dan mengelola semua lahan gambut yang dicadangkan dan tidak tertanam, sesuai dengan 'Panduan RSPO tentang Praktik Pengelolaan Terbaik (PPT) untuk Pengelolaan dan Rehabilitasi Lahan Gambut' versi terbaru dan panduan RSPO tentang audit gambut.	<i>No changes on text</i>
7.4.5 (C)	All existing plantings on <u>peat</u> are managed according to the latest version of 'RSPO Manual on Best Management Practices (BMPs) for Existing Oil Palm Cultivation on Peat' and associated audit guidance.	All existing plantings on peat are managed according to the latest version of 'RSPO Manual on Best Management Practices (BMPs) for Existing Oil Palm Cultivation on Peat' and associated audit guidance.	Semua penanaman yang sudah ada di lahan gambut dikelola sesuai dengan 'Panduan RSPO tentang Praktik Pengelolaan Terbaik (PPT) untuk Budidaya Kelapa Sawit yang Sudah Ada di Lahan Gambut' versi terbaru dan panduan RSPO tentang audit gambut.	<i>No changes on text</i>
7.4.6 (C)	To determine the suitability of <u>replanting on peat</u> , the Unit of Certification shall conduct a drainability assessment for oil palm planted on <u>peat</u> in accordance with the latest 'RSPO <u>Drainability Assessment Procedure</u> '.	To determine the suitability of replanting on peat, the Unit of Certification shall conduct a drainability assessment for oil palm planted on peat in accordance with the latest 'RSPO Drainability Assessment Procedure'.	Unit Sertifikasi harus melakukan penilaian drainabilitas terhadap kelapa sawit yang tertanam pada lahan gambut untuk memastikan penanaman kembali/replanting pada lahan gambut sesuai dengan 'Prosedur Penilaian Drainabilitas RSPO' versi terbaru.	<i>No changes on text</i>
7.4.7 (C)	Where a RSPO Drainability Assessment report indicates a phasing out of oil palm cultivation of at least 40 years, or two cycles (whichever is greater), before reaching the natural gravity drainability limit for <u>peat</u> , the Unit of Certification shall develop and implement a plan to replace with crops suitable for a higher water table (e.g., <u>paludiculture</u>) or to rehabilitate with natural vegetation.	Where a RSPO Drainability Assessment report indicates a phasing out of oil palm cultivation of at least 40 years, or two cycles (whichever is greater), before reaching the natural gravity drainability limit for peat, the Unit of Certification shall develop and implement a plan to replace with crops suitable for a higher water table (e.g., paludiculture) or to rehabilitate with natural vegetation.	Jika laporan Penilaian Drainabilitas RSPO mengindikasikan penghentian bertahap budi daya kelapa sawit setidaknya selama 40 tahun atau dua siklus (mana yang lebih lama), sebelum tercapainya batas drainabilitas gravitasi alami untuk gambut, Unit Sertifikasi harus menyusun dan melaksanakan rencana untuk mengganti dengan jenis tanaman yang sesuai untuk muka air tanah yang lebih tinggi (misalnya paludikultur) atau merehabilitasinya dengan vegetasi alami.	<i>No changes on text</i> <i>Notes:</i> <i>Further clarification will be provided in a specific guideline concerning the 40-year period or two-cycle planting duration.</i>

7.5	The Unit of Certification shall demonstrate efforts to maintain the quality and availability of surface and groundwater, and mitigate/remedy those that occur.	The Unit of Certification shall demonstrate efforts to maintain the quality and availability of surface and groundwater, and mitigate/remedy those that occur.	Unit Sertifikasi harus menunjukkan upaya mempertahankan kualitas dan ketersediaan air permukaan dan air tanah, dan mitigasi/remediasinya.	No changes on text
7.5.1 (C)	<p>The Unit of Certification shall develop and implement a water management plan* to promote more efficient use to maintain quality, and continued availability of surface and groundwater, in consultation with <u>affected communities</u>.</p> <p>The plan shall address the following: A) The UoC does not restrict access to clean water or contribute to pollution of water used by <u>communities</u>; and B) <u>Workers</u> shall have adequate access to clean water.</p> <p><i>*National Interpretations should further define the process and developing the water management plan, based on the national context.</i></p>	<p>The Unit of Certification shall develop and implement a water management plan* to promote more efficient use to maintain quality, and continued availability of surface and groundwater, in consultation with affected communities.</p> <p>The plan shall address the following: A) The UoC does not restrict access to clean water or contribute to pollution of water used by communities; and B) Workers shall have adequate access to clean water.</p> <p><i>*National Interpretations should further define the process and developing the water management plan, based on the national context.</i></p>	<p>Unit Sertifikasi harus menyusun dan melaksanakan rencana pengelolaan air untuk mendukung penggunaan air yang lebih efisien guna menjaga kualitas dan ketersediaan air permukaan dan air tanah secara berkesinambungan, yang disusun melalui konsultasi dengan masyarakat terdampak.</p> <p>Rencana tersebut harus mencakup :</p> <p>A) Unit Sertifikasi tidak membatasi akses untuk memperoleh air bersih atau tidak menyebabkan pencemaran terhadap air yang digunakan oleh masyarakat; dan B) pekerja harus memiliki akses yang memadai untuk memperoleh air bersih.</p>	<p>No changes on text</p> <p><i>Notes:</i> A specific guideline on the water management plan will be developed, referring to the applicable laws and regulations</p>
7.5.2	The Unit of Certification shall record water consumption (mill water use per metric tonne of product) and water withdrawal (total water volume extracted from surface and groundwater source) at the UoC's mill(s).	The Unit of Certification shall record water consumption (mill water use per metric tonne of product) and water withdrawal (total water volume extracted from surface and groundwater source) at the UoC's mill(s).	Unit Sertifikasi harus mencatat konsumsi air proses (m3 per ton produk) dan pengambilan air (total volume air yang diambil dari sumber air permukaan dan air tanah) di PKS-nya.	<p>No changes on text</p> <p><i>notes :</i> A specific guideline on the water withdrawal will be developed.</p>
7.5.3 (C)	The Unit of Certification shall protect watercourses and wetlands by maintaining and restoring appropriate riparian reserves and other buffer zones, in line with the latest version of the 'RSPO Manual on Best Management Practices (BMPs) for the Management and Rehabilitation of Riparian Reserves'.	The Unit of Certification shall protect watercourses and wetlands by maintaining and restoring appropriate riparian reserves and other buffer zones, in line with the latest version of the 'RSPO Manual on Best Management Practices (BMPs) for the Management and Rehabilitation of Riparian Reserves'.	Unit Sertifikasi harus melindungi badan air dan lahan basah dengan cara menjaga dan merestorasi area sempadan sungai dan zona penyangga lainnya sesuai dengan 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' versi terbaru.	No changes on text
7.5.4 (C)	The Unit of Certification shall treat and process palm oil mill effluent (POME) in compliance with applicable national regulations. Discharge quantity and quality of the palm oil mill effluent, especially <u>Biochemical Oxygen Demand (BOD)</u> , shall be regularly monitored.	The Unit of Certification shall treat and process palm oil mill effluent (POME) in compliance with applicable national regulations. Discharge quantity and quality of the palm oil mill effluent, especially Biochemical Oxygen Demand (BOD), shall be regularly monitored.	Unit Sertifikasi harus mengelola dan memproses Limbah Cair PKS (POME) sesuai dengan peraturan nasional yang berlaku. Kualitas dan kuantitas pembuangan limbah cair ini, terutama <i>Biochemical Oxygen Demand (BOD)</i> , harus dipantau secara berkala.	No changes on text

7.6	The Unit of Certification shall demonstrate efforts to minimise and reduce <u>greenhouse gas (GHG) emissions, air pollution associated with its existing activities and new developments</u> , and reduce fossil fuel consumption by optimising the use of renewable energy.	The Unit of Certification shall demonstrate efforts to minimise and reduce greenhouse gas (GHG) emissions, air pollution associated with its existing activities and new developments, and reduce fossil fuel consumption by optimising the use of renewable energy.	Unit Sertifikasi harus menunjukkan upaya meminimalkan dan mengurangi emisi Gas Rumah Kaca (GRK), pencemaran udara yang berkaitan dengan kegiatan yang sudah berjalan dan pengembangan baru, serta mengurangi konsumsi bahan bakar fosil dengan mengoptimalkan penggunaan energi terbarukan.	No changes on text
7.6.1 (C)	The Unit of Certification shall identify and assess its <u>greenhouse gas emissions (GHG)</u> through the latest version of RSPO PalmGHG calculator to develop and implement an emissions reduction plan. The plan to reduce or minimise GHG emissions shall be implemented and monitored.	The Unit of Certification shall identify and assess its greenhouse gas emissions (GHG) through the latest version of RSPO PalmGHG calculator to develop and implement an emissions reduction plan. The plan to reduce or minimise GHG emissions shall be implemented and monitored.	Unit Sertifikasi harus mengidentifikasi dan menilai emisi GRK melalui kalkulator PalmGHG RSPO versi terbaru untuk menyusun dan melaksanakan rencana pengurangan emisi. Rencana tersebut harus dilaksanakan dan dipantau.	No changes on text
7.6.2 (C)	The Unit of Certification shall publicly report its <u>GHG</u> emissions per product, as estimated through the latest version of RSPO PalmGHG calculator.	The Unit of Certification shall publicly report its GHG emissions per product, as estimated through the latest version of RSPO PalmGHG calculator.	Unit Sertifikasi harus mempublikasikan laporan emisi GRK per produk yang telah diestimasi dengan kalkulator PalmGHG RSPO versi terbaru.	No changes on text
7.6.3 (C)	The Unit of Certification shall estimate the carbon stock of the proposed <u>development</u> area and major potential sources of emissions that may result directly from the <u>development</u> since 2014. The Unit of Certification shall prepare and implement a plan to protect the carbon stock, following the 'RSPO GHG Assessment Procedure for New Development'.	The Unit of Certification shall estimate the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development since 2014. The Unit of Certification shall prepare and implement a plan to protect the carbon stock, following the 'RSPO GHG Assessment Procedure for New Development'.	Unit Sertifikasi harus mengestimasi stok karbon di area pengembangan baru yang diusulkan dan sumber emisi potensial utama yang dapat ditimbulkan langsung dari pengembangan sejak tahun 2014. Unit Sertifikasi harus mempersiapkan dan melaksanakan rencana untuk melindungi stok karbon dengan mengikuti 'Prosedur Penilaian GRK RSPO untuk Pengembangan Baru'.	No changes on text
7.6.4 (C)	The Unit of Certification shall develop and implement a plan to reduce or minimise <u>significant air pollutants</u> (apart from <u>greenhouse gases</u>). <i>*National Interpretations should determine any relevant national air pollution standards or thresholds.</i>	The Unit of Certification shall develop and implement a plan to reduce or minimise significant air pollutants (apart from greenhouse gases). <i>*National Interpretations should determine any relevant national air pollution standards or thresholds.</i>	Unit Sertifikasi harus menyusun dan melaksanakan rencana untuk mengurangi atau meminimalkan pencemar udara signifikan (selain GRK).	No changes on text <i>Notes :</i> A specific guideline on the national thresholds for air pollution levels will be developed.
7.6.5 (C)	The Unit of Certification shall prohibit the use of fire for land preparation of <u>new plantings, development, and/or replanting</u> .	The Unit of Certification shall prohibit the use of fire for land preparation of new plantings, development, and/or replanting.	Unit Sertifikasi harus melarang penggunaan api dalam penyiapan lahan untuk penanaman baru dan pengembangan baru, dan/atau penanaman kembali/replanting.	No changes on text

7.6.6	The Unit of Certification shall develop and implement fire prevention process(es)/procedure(s) to reduce fire risk in all areas under the UoC. The process/procedure should be developed in engagement with relevant stakeholders.	The Unit of Certification shall develop and implement fire prevention process(es)/procedure(s) to reduce fire risk in all areas under the UoC. The process/procedure should be developed in engagement with relevant stakeholders.	Unit Sertifikasi harus menyusun dan menerapkan proses/prosedur pencegahan kebakaran untuk mengurangi risiko kebakaran di semua area yang dikelolanya. Proses/prosedur ini harus disusun dengan melibatkan para pemangku kepentingan yang relevan.	<i>No changes on text</i>
7.6.7	A plan for improving the efficiency of, or minimising, fossil fuel usage shall be developed and implemented. The plan shall consider the role and usage of renewable energy to replace or reduce fossil fuels.	A plan for improving the efficiency of, or minimising, fossil fuel usage shall be developed and implemented. The plan shall consider the role and usage of renewable energy to replace or reduce fossil fuels.	Rencana untuk meningkatkan efisiensi atau meminimalkan penggunaan bahan bakar fosil harus disusun dan dilaksanakan. Rencana ini harus mempertimbangkan peran dan penggunaan energi terbarukan untuk mengganti atau mengurangi bahan bakar fosil.	<i>No changes on text</i>
7.7	<p>Land clearing does not cause <u>deforestation</u> or damage any area required to protect and/or enhance High Conservation Values (HCVs) and/or High Carbon Stock (HCS) forests. HCVs and HCS forests in the <u>managed area</u> are identified, protected, and/or enhanced.</p> <p>Preamble <i>The RSPO will develop a procedure for development in <u>High Forest Cover Landscapes (HFCLs)</u> within <u>High Forest Cover Countries (HFCCs)</u>, to enable certified development by <u>indigenous peoples</u> and <u>local communities</u> with legal or customary rights, to balance sustainable <u>livelihoods</u> and poverty reduction with the need to conserve, protect, and enhance ecosystems.</i></p> <p><i>This procedure will take into consideration regional and national multi-stakeholder processes and will be designed to enable <u>communities</u> to choose their own development path, while providing socio-economic benefits and safeguards. The procedure should aim to provide:</i></p> <p><i>A) Demonstrable benefits to the <u>local community</u>;</i> <i>B) Clear recognition of legal and customary lands based on participatory land use planning;</i> <i>C) Development proportional to the needs of the local community; and</i> <i>D) A balance between conservation and development.</i></p> <p><i>This procedure will also cover planting on previous or abandoned agricultural land/<u>plantations</u> in such landscapes.</i></p>	<p>Land clearing does not cause deforestation or damage any area required to protect and/or enhance High Conservation Values (HCVs) and/or High Carbon Stock (HCS) forests. HCVs and HCS forests in the managed area are identified, protected, and/or enhanced.</p> <p>Preamble The RSPO will develop a procedure for development in High Forest Cover Landscapes (HFCLs) within High Forest Cover Countries (HFCCs), to enable certified development by indigenous peoples and local communities with legal or customary rights, to balance sustainable livelihoods and poverty reduction with the need to conserve, protect, and enhance ecosystems.</p> <p>This procedure will take into consideration regional and national multi-stakeholder processes and will be designed to enable communities to choose their own development path, while providing socio-economic benefits and safeguards. The procedure should aim to provide:</p> <p>A) Demonstrable benefits to the</p>	<p>Pembukaan lahan tidak boleh menyebabkan deforestasi atau kerusakan area apa pun yang diperlukan untuk melindungi dan/atau meningkatkan kawasan dengan Nilai Konservasi Tinggi (NKT) dan/atau hutan Stok Karbon Tinggi (SKT). NKT dan hutan SKT di area kelola diidentifikasi, dilindungi, dan/atau ditingkatkan.</p> <p>Prakata RSPO akan mengembangkan prosedur untuk pengembangan di Lanskap Bertutupan Hutan Tinggi (HFCL) di Negara Bertutupan Hutan Tinggi (HFCC) agar pengembangan bersertifikat dengan partisipasi masyarakat adat dan masyarakat setempat yang memiliki hak legal atau hak adat dapat dilakukan. Prosedur ini bertujuan untuk menyeimbangkan mata pencarian berkelanjutan dan pengentasan kemiskinan dengan kebutuhan untuk melestarikan, melindungi, dan meningkatkan ekosistem.</p> <p>Prosedur ini mempertimbangkan proses pengambilan keputusan multipemangku kepentingan di tingkat daerah dan nasional</p>	<i>No changes on text</i>

7.7.1 (C)	<p>A Unit of Certification shall not damage <u>primary forest</u> and HCVs (from November 2005) and HCS forests (from 15 November 2018). HCVs, HCS forests, and <u>other conservation areas</u> are identified for protection according to the following scenarios:</p> <p>1) A Unit of Certification (or parts thereof) with <u>existing plantations</u> and no new <u>land clearing</u> (after November 2018) shall provide evidence of a valid HCV assessment.</p> <p>2) A Unit of Certification (or parts thereof) that followed the transitional measures in P&C 2018 (Refer to 'Interpretation of Indicator 7.12.2 and Annex 5 of RSPO P&C 2018') shall provide evidence that a valid HCV, and/or standalone HCSA assessment, and/or Integrated HCV-HCS assessment (as applicable) was conducted before any new <u>land clearing</u>.</p> <p>3) A Unit of Certification (or parts thereof) not covered by Scenario 2 with any new <u>land clearing</u> after 15 November 2018 shall provide evidence that:</p> <p>a) <u>Land clearing</u> is preceded by an Assessor Licensing Scheme (ALS) integrated HCV-HCS assessment, using the Integrated HCV-HCSA Assessment Manual valid at the time of the assessment (either the November 2017 or June 2023 version of the Manual).</p> <p>b) Compliance with the requirements of the New Planting Procedure (NPP) 2015, and subsequent revisions of the NPP.</p> <p>Procedural Note <i>For details of the scenarios, refer to Annex 3 (to be developed and approved by the RSPO Standards Standing Committee). Annex 3 will be based on the 'Interpretation of Indicator 7.12.2 and Annex 5 of RSPO P&C 2018', to be updated for validity.</i></p>	<p>A Unit of Certification shall not damage primary forest and HCVs (from November 2005) and HCS forests (from 15 November 2018). HCVs, HCS forests, and other conservation areas are identified for protection according to the following scenarios:</p> <p>1) A Unit of Certification (or parts thereof) with existing plantations and no new land clearing (after November 2018) shall provide evidence of a valid HCV assessment.</p> <p>2) A Unit of Certification (or parts thereof) that followed the transitional measures in P&C 2018 (Refer to 'Interpretation of Indicator 7.12.2 and Annex 5 of RSPO P&C 2018') shall provide evidence that a valid HCV, and/or standalone HCSA assessment, and/or Integrated HCV-HCS assessment (as applicable) was conducted before any new land clearing.</p> <p>3) A Unit of Certification (or parts thereof) not covered by Scenario 2 with any new land clearing after 15 November 2018 shall provide evidence that:</p>	<p>Unit Sertifikasi tidak boleh merusak hutan primer dan NKT (sejak November 2005) dan Hutan SKT (sejak 15 November 2018). NKT, hutan SKT, dan kawasan konservasi lainnya diidentifikasi untuk dilindungi sesuai dengan skenario berikut:</p> <p>1) Unit Sertifikasi (atau bagian darinya) dengan perkebunan yang sudah ada dan tanpa pembukaan lahan baru (setelah November 2018) harus memberikan bukti penilaian NKT yang sah.</p> <p>2) Unit Sertifikasi (atau bagian darinya) dalam masa transisi P&C 2018 (lihat 'Interpretasi Indikator 7.12.2 dan Lampiran 5 P&C RSPO 2018') harus memberikan bukti bahwa penilaian NKT dan/atau penilaian SKT tersendiri dan/atau penilaian NKT-SKT Terpadu (jika berlaku) yang sah telah dilakukan sebelum pembukaan lahan baru.</p> <p>3) Unit Sertifikasi (atau bagian darinya) yang tidak termasuk dalam Skenario 2, tetapi melakukan pembukaan lahan baru setelah 15 November 2018, harus memberikan bukti bahwa:</p>	No changes on text
7.7.2 (C)	<p>For all <u>land clearing</u> since November 2005, the Unit of Certification shall provide evidence of a historic Land Use Change Analysis (LUCA).</p> <p>Where there has been land clearing without prior HCV assessment since November 2005, or without a prior Integrated HCV-HCSA Assessment since 15 November 2018, the 'RSPO Remediation and Compensation Procedure (RaCP)' applies.</p>	<p>For all land clearing since November 2005, the Unit of Certification shall provide evidence of a historic Land Use Change Analysis (LUCA).</p> <p>Where there has been land clearing without prior HCV assessment since November 2005, or without a prior Integrated HCV-HCSA Assessment since 15 November 2018, the 'RSPO Remediation and Compensation Procedure (RaCP)' applies.</p>	<p>Untuk semua pembukaan lahan sejak November 2005, Unit Sertifikasi harus memberikan bukti riwayat Land Use Change Analysis (LUCA).</p> <p>Jika terjadi pembukaan lahan tanpa dilakukannya penilaian NKT terlebih dahulu sejak November 2005, atau tanpa Penilaian NKT-SKT Terpadu terlebih dahulu sejak 15 November 2018, maka 'Prosedur Remediasi dan Kompensasi RSPO (RaCP)' berlaku.</p>	No changes on text

7.7.3 (C)	<p>Where HCVs and/or HCS forests have been identified, the Unit of Certification shall develop and implement a management & monitoring plan to protect and/or enhance HCVs and/or HCS forests. This plan shall make clear the roles of <u>affected communities</u> in implementation; shall be developed in consultation with relevant <u>stakeholders</u>; and shall include the <u>directly managed area</u> and any relevant wider landscape level considerations (where these are identified).</p> <p>This management & monitoring plan shall include, but is not limited to the following (if applicable):</p> <p>A) All <u>RTE species</u> (HCV-1);</p> <p>B) Management of human-wildlife conflict (threats to HCVs);</p> <p>C) Other conservation areas; and</p> <p>D) A programme to <u>socialise</u> the status of RTE species to the <u>workforce</u>.</p>	<p>Where HCVs and/or HCS forests have been identified, the Unit of Certification shall develop and implement a management & monitoring plan to protect and/or enhance HCVs and/or HCS forests. This plan shall make clear the roles of affected communities in implementation; shall be developed in consultation with relevant stakeholders; and shall include the directly managed area and any relevant wider landscape level considerations (where these are identified).</p> <p>This management & monitoring plan shall include, but is not limited to the following (if applicable):</p> <p>A) All RTE species (HCV-1);</p> <p>B) Management of human-wildlife conflict (threats to HCVs);</p> <p>C) Other conservation areas; and</p> <p>D) A programme to socialise the status of RTE species to the workforce.</p>	<p>Jika NKT dan/atau hutan SKT telah diidentifikasi, Unit Sertifikasi harus menyusun dan melaksanakan rencana pengelolaan dan pemantauan untuk melindungi dan/atau meningkatkan NKT dan/atau hutan SKT. Rencana ini harus memperjelas peran masyarakat terdampak dalam pelaksanaannya.</p> <p>Rencana ini harus disusun setelah berkonsultasi dengan pemangku kepentingan yang relevan.</p> <p>Rencana ini juga harus mencakup area yang dikelola secara langsung dan mempertimbangkan tingkat lanskap lebih luas yang relevan (jika sudah teridentifikasi).</p> <p>Rencana pengelolaan dan pemantauan ini harus mencakup, namun tidak terbatas pada hal berikut (jika berlaku):</p> <p>A) semua spesies Rare, Threatened or Endangered/RTE (NKT 1);</p> <p>B) pengelolaan konflik antara manusia dan satwa liar (ancaman terhadap NKT);</p> <p>C) <u>kawasan konservasi lainnya</u>;</p>	No changes on text
7.7.4 (C)	<p>The Unit of Certification shall <u>adapt</u>, where necessary, the management & monitoring plan to protect and/or enhance HCVs and/or HCS forests (Refer to Indicator 7.7.3). The plan shall be reviewed at least once every five years. Outcomes of the monitoring activities shall be used to update the management & monitoring plan.</p> <p>Procedural Note</p> <p><i>RSPO shall develop a guidance on changes in HCV conditions and status to support implementation of the management & monitoring plan.</i></p>	<p>The Unit of Certification shall adapt, where necessary, the management & monitoring plan to protect and/or enhance HCVs and/or HCS forests (Refer to Indicator 7.7.3). The plan shall be reviewed at least once every five years. Outcomes of the monitoring activities shall be used to update the management & monitoring plan.</p> <p>Procedural Note</p> <p>RSPO shall develop a guidance on changes in HCV conditions and status to support implementation of the management & monitoring plan.</p>	<p>Unit Sertifikasi harus menyesuaikan rencana pengelolaan dan pemantauan, jika diperlukan, untuk melindungi dan/atau meningkatkan NKT dan/atau hutan SKT (Lihat Indikator 7.7.3).</p> <p>Rencana ini harus ditinjau setidaknya lima tahun sekali. Hasil kegiatan pemantauan akan digunakan untuk memperbarui rencana tersebut.</p> <p>Catatan Prosedural</p> <p>RSPO harus mengembangkan panduan perubahan kondisi dan status NKT untuk mendukung pelaksanaan rencana pengelolaan dan pemantauan.</p>	No changes on text

7.7.5	Where rights of <u>local communities</u> have been identified in HCV areas, HCS <u>forest</u> after 15 November 2018, and <u>other conservation areas</u> , there is no diminishment of these rights without evidence of a negotiated agreement, obtained through FPIC.	Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, and other conservation areas, there is no diminishment of these rights without evidence of a negotiated agreement, obtained through FPIC.	Jika hak masyarakat setempat telah diidentifikasi di kawasan NKT dan hutan SKT setelah 15 November 2018, dan kawasan konservasi lainnya, maka hak tersebut tidak boleh dikurangi tanpa adanya bukti perjanjian yang telah dinegosiasikan melalui proses Keputusan Bebas, Didahulukan, dan Diinformasikan (KBDD).	<i>No changes on text</i>
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Term	Definition	Source
Active ingredients	Chemical substances that provide the pesticidal actions.	Guidelines on Highly Hazardous Pesticides (FAO & WHO, 2016)
Adapt	To modify or adjust the previously developed management & monitoring plan in response to changing conditions, outcomes, or new information, ensuring the continuous protection and enhancement of key elements (such as HCVs and HCS forests). This process includes streamlining documentation and findings from other processes, such as accident logs and grievance mechanisms.	RSPO P&C 2024
Aerial spraying	Application of pesticides from an aircraft (plane or helicopter).	Guidelines on Highly Hazardous Pesticides (FAO & WHO, 2016)
Abuse of vulnerability	Taking advantage of any worker of their vulnerabilities for the purposes of exploitation or gain. Abuse of a position of vulnerability refers to any situation in which the worker involved believes he or she has no real and acceptable alternative except to submit to the abuse.	RSPO P&C 2024
Affected Communities	All communities that are likely to be affected directly and significantly by the proposed development, i.e., those with land holdings and usage rights within the affected area who must be included in the assessment and FPIC process. Other communities that are likely to be affected only indirectly, e.g., by possible longer-term changes to the ecosystem services provisions due to the water usage of the operation, also need to be taken into account.	RSPO Free, Prior and Informed Consent (FPIC) Guide (2022)
Agreement	An arrangement or decision by two or more parties to do or not to do something. This can be formal or informal, and depending on the common intention of the parties may be enforceable by law.	RSPO P&C 2024
Alternate Land Development Strategies	Allocation of smallholder plot(s) as conservation or restoration areas with the main objective to improve and maintain peatland ecosystem integrity.	RSPO ISH standard 2024
Annual Surveillance Audit	Annual systematic repetition of conformity assessment activities as a basis for maintaining the validity of RSPO certification.	RSPO Certification Systems for Principles & Criteria and Independent Smallholder Standards (2024)
Associated Development	Developments including establishing mills, kernel crushers, nurseries, housing/camps and offices, roads/tracks, drainage, effluent treatment plants, fruit collection centres, terracing, earthworks, scheme smallholdings/outgrower plots, and any other development relevant to the operations of a new oil palm development.	RSPO New Planting Procedure (2015)
Biochemical Oxygen Demand (BOD)	Biochemical Oxygen Demand is the amount of dissolved oxygen (DO) needed (i.e., demanded) by aerobic biological organisms to break down organic material present in a given water sample at a certain temperature over a specific time period.	RSPO P&C 2024
Biological control agent	Refers to the use of natural or modified organisms, genes, or gene products to reduce the effects of undesirable organisms and to favour desirable organisms such as crops, beneficial insects, and microorganisms.	Biological Control Agents: Diversity, Ecological Significances, and Biotechnological Applications' (Singh et al., 2020)
Bribery	The offering, promising, giving, accepting, or soliciting of an advantage as an inducement for an action which is illegal, unethical, or a breach of trust. Inducements can take the form of money, gifts, loans, fees, rewards, or other advantages (taxes, services, donations, favours etc.).	Global Anti Bribery Guidance (Transparency International, 2017)
Child/Children	The term child or children applies to all persons under the age of 18.	ILO Minimum Age Convention, 1973 (No. 138) ILO Worst Forms of Child Labour Convention, 1999 (No. 182)
Child labour	Child labour is work that deprives children of their childhood, their potential, and their dignity, and that is harmful to physical and mental development. The term applies to: - All children under 18 involved in the “worst forms of child labour”, per the ILO Worst Forms of Child Labour Convention, 1999 (No. 182); - All children aged under 12 taking part in economic activity; and - All 12 to 14-year-olds engaged in more than light work. The ILO defines 'light work' as work that is not likely to be harmful to children’s health or development and not likely to be detrimental to their attendance at school or vocational training. Those under 18 years old should not engage in hazardous work that might jeopardise their physical, mental, or moral well-being, either because of its nature or the conditions under which it is carried out. For young workers above the legal minimum age but below 18, there should be restrictions on hours of work and overtime; working at dangerous heights; with dangerous machinery, equipment and tools; transport of heavy loads; exposure to hazardous substances or processes; and difficult conditions such as night work at night.	ILO Minimum Age Convention, 1973 (No. 138) ILO Worst Forms of Child Labour Convention, 1999 (No. 182) International Programme on the Elimination of Child Labour (IPEC), ILO (1992)
Child labour remediation	Child labour remediation refers to the process of removing a child from a child labour situation to ensure safe and adequate alternatives for them, such as reintegrating them into the education system or, if they are above the minimum age for work, creating an opportunity for them to work in a non-hazardous job.	RSPO Guidance on Child Rights for Palm Oil Producers (2020)
Communities	Communities refer to indigenous peoples, tribal peoples, local communities (including women, children, and people with disabilities), displaced persons, migrants, and other land users.	RSPO P&C 2018
Confidential information/ Confidentiality	Examples of commercially confidential information include financial data such as costs and income, and details relating to customers and/or suppliers. Data that affects personal privacy should also be confidential. Ongoing disputes (within or outside of a legal mechanism) can be considered as confidential information where disclosure could result in potential negative outcomes for all parties involved. However, affected stakeholders and those seeking resolution to conflict should have access to relevant information. Examples of information where disclosure could result in potential negative environmental or social outcomes include information on sites of rare species where disclosure could increase the risk of hunting or capture for trade, or sacred sites which a community wishes to maintain as private.	RSPO P&C 2024
Conflict resolution process	A conflict resolution process is any process that can either prevent, diffuse, or address conflict effectively, whether such conflict occurs between the Unit of Certification and communities, or between affected communities themselves.	<u>Adapted from Designing Conflict Resolution Systems (Mediators Beyond Borders, online, accessed on 3 April 2024 at https://mediatorsbeyondborders.org/what-we-do/conflict-literacy-framework/cr-systems-design)</u>
Contract	An agreement between two or more parties that, by its terms, is legally binding and enforceable in a court of law.	RSPO P&C 2024
Contract substitution	The practice of substituting or changing the terms of employment to which the worker originally agreed, either in writing or verbally, which results in worse conditions or less benefits. Changes to the employment agreement or contract are prohibited unless these changes are made to meet local law and provide equal or better terms.	ILO Report of the Committee examining alleged non-observance by Qatar of the Forced Labour Convention, 1930 (No. 29), (ILO, 2014)

Contributing family members	<p>Family or smallholder household members who do not receive a wage/salary or profit in return for the work performed on the smallholder plot. They may benefit in-kind or receive irregular payments in cash as a result of the outputs of their work.</p> <p>Please refer to other related definitions: 'smallholder household' and 'family members'.</p>	<p>Adapted from the International Classification of Status in Employment (ICSE-18) Manual 2023;</p> <p>and</p> <p>the ILO Private Employment Agencies Convention, 1997 (No. 181)</p>
Contractor	A person, firm, organisation, or company that undertakes a contract with the Unit of Certification to provide materials or services (including labour).	RSPO P&C 2024
Core work	<p>The primary area or activity that a company was founded to do or focuses on in its business operations. Core work pertains to work that is essential and desirable to the growth of the company.</p> <p>All agricultural and milling activities are considered core work, i.e. planting, harvesting, fertilising, maintenance, FFB sorting and grading, machine-technical maintenance; and machine operation.</p>	RSPO P&C 2018
Debt bondage	Debt bondage is work exchanged for a debt. It is also known as bonded labour or debt slavery, which occurs when individuals are compelled to work in exchange for repayment of a debt. Workers are often coerced into labour under the pretext of settling their own debts or those of family members.	ILO Helpdesk: Business and Forced Labour (online; accessed on 3 April 2024 at https://www.ilo.org/resource/other/ilo-helpdesk-business-and-forced-labour)
Deception	Deception pertains to the act of providing false representations and failing to fulfil promises made to workers, whether communicated verbally or in writing. Deceptive recruitment practices can include false promises regarding working conditions and wages, but also regarding the type of work, housing and living conditions, acquisition of regular migration status, job location, or the identity of the employer.	Adapted from the ILO '11 Indicators on Forced Labour' (International Labour Organization, 2012)
Deforestation	<p>The conversion of forests - including primary, regenerated (second-growth), and managed natural forests, as well as areas identified through High Conservation Value (HCV) and High Carbon Stock (HCS) assessments required by the RSPO - into non-forest land use. This process involves the removal of trees and the alteration of ecosystems, resulting in the loss of species composition, ecological structure, and function.</p> <p>Forests at risk of deforestation include:</p> <ul style="list-style-type: none"> - Primary forests, which have developed naturally without significant human intervention. - Regenerated forests, which have recovered from past impacts but now function similarly to natural ecosystems. - Managed natural forests, where human activities like timber harvesting or low-intensity agriculture occur without severely impacting the forest's ecological integrity. - Partially degraded forests, where degradation has not resulted in a complete transformation of land use or a sustained reduction in ecological function. <p>HCV and HCS assessments help identify these forests as critical for biodiversity, ecosystem services, and carbon storage. Deforestation of such areas compromises both environmental sustainability and efforts to combat climate change, emphasising the need for strong safeguards and responsible land management practices.</p>	RSPO P&C 2024
Development	Development refers to alteration of landscape in any number of ways: from natural or semi-natural state of the land, to land for the purposes of palm oil production. This includes the carrying out of building (construction, installation or expansion of a building or other structures), engineering, creation of impervious surfaces or other operations in, on, over. or under land; or making of any material change in the use of any building or other land.	RSPO P&C 2024
Discrimination	Any distinction, exclusion, or preference made on the basis of race, colour, sex, religion, political opinion, national extraction, or social origin, which has the effect of nullifying or impairing equality of opportunity or treatment in employment or occupation; Such other distinction, exclusion, or preference which has the effect of nullifying or impairing equality of opportunity or treatment in employment or occupation as may be determined after consultation with representative employers' and workers' organisations, where such exist, and with other appropriate bodies.	United Nations Human Rights Office of the High Commissioner, Discrimination (Employment and Occupation) Convention, 1958 (No. 111)
Drainability Assessment Procedure (DAP)	<p>A methodology for determining how the projected future subsidence would affect the relative level of the fields and the respective drainage outlet from the plantation and the ability of water to drain by gravity in the future. In implementing the DAP, the Unit of Certification shall:</p> <ul style="list-style-type: none"> - Describe the characteristics of the plantation and the proposed replanting area; - Determine drainage zone(s) and identify the final water outlets; - Determine the average ground elevation and calculate elevation of peatland replanting area; - Determine the annual water level at the final water outlets; - Measure the peat thickness and calculate average peat thickness of peatland replanting area; - Calculate average Natural Drainage Limit (NDL) of each peatland replanting area; - Calculate the depth to NDL of each peatland replanting area; - Use the default subsidence rate or calculate the average subsidence rate of each peatland replanting area; and - Project the future drainability of peatland replanting area. 	RSPO Drainability Assessment Procedure 2021
Due diligence	A risk management process implemented by a company to identify, prevent, mitigate, and account for how it addresses environmental and social risks and impacts in its operations, supply chains, and investments.	Adapted from the Accountability Framework Initiative (2020)
Engage	The act of participating, becoming involved, entering into, or maintaining an agreement or contract.	RSPO P&C 2024
Expropriation	The act by authorities (governments and/or any other institution exercising governmental functions) to acquire private property or divesting interest in land without obtaining agreement and consent, and which may or may not be with the payment of compensation.	RSPO P&C 2024
Ethical recruitment	Hiring workers lawfully and in a fair and transparent manner that respects and protects their rights	IRIS Standards: Ethical Recruitment, (International Organization for Migration, 2020)
Existing Plantations	Land planted with oil palm and associated development owned and/or directly managed by an RSPO member prior to and during its RSPO membership. This includes newly acquired oil palm plantations by an RSPO member.	RSPO P&C 2024
Extensive replanting on steep terrain	Any individual, contiguous replanted area on steep terrain (>25 degrees) greater than 25 hectares within the replanting area.	RSPO P&C 2024
Family farm	A farm operated and mostly owned by a family, for the growing of oil palm, sometimes along with subsistence production of other crops, and where the family provides the majority of the labour used. Such farms provide the principal source of income, and the planted area of oil palm is below 50 hectares in size.	Adapted from Free, Prior and Informed Consent Guide for RSPO Members (2015)
Family members	<p>Family members refer specifically to individuals within the nuclear family structure. This includes parents, siblings, and children who are directly related by blood, marriage, or adopted. Excluded from this definition are extended family members such as aunts, uncles, grandparents, and cousins. The focus is on the immediate family unit, emphasising the core relationships that typically reside within the same household.</p> <p>Please refer to other related definitions: 'smallholder household' and 'contributing family members'.</p>	RSPO ISH standard 2024
Forced labour	All work or service which is exacted from any person under the menace of any penalty, and for which said person has not offered him or herself voluntarily.	ILO Forced Labour Convention, 1930 (No. 29)

Forest	<p>Natural ecosystem characterised by a significant tree cover, with species composition, structure, and ecological functions that support biodiversity, carbon storage, and other ecosystem services as identified through High Conservation Value (HCV) and High Carbon Stock (HCS) assessments required by the RSPO.</p> <p>This includes:</p> <ul style="list-style-type: none"> - Primary forests, untouched by significant human activities and developed through natural processes. - Regenerated forests, which have recovered after past disturbances and now resemble natural ecosystems in terms of structure and function. - Managed natural forests, where human activities like timber extraction or small-scale agriculture occur, but the forest retains its overall ecological integrity. - Partially degraded forests, which have been impacted by natural or anthropogenic factors but still maintain enough tree cover and ecological functions to be classified as forests. 	RSPO P&C 2024
Fragile soil	<p>A soil that is susceptible to degradation (i.e., reduction in fertility) when disturbed. A soil is particularly fragile if the degradation rapidly leads to an unacceptably low level of fertility or if it is irreversible using economically feasible management inputs.</p> <p>Please also refer to other related definitions: 'marginal soil'.</p>	RSPO P&C 2018
Gender Sensitive	To understand and give consideration to socio-cultural norms and discriminations in order to acknowledge the different rights, roles, and responsibilities of women, and men, in the community and the relationships between them. Policies and programmes that take into account the particularities pertaining to the lives of both women and men, while aiming to eliminate inequalities or imbalance between women and men, and promote gender equality, including an equal distribution of resources.	Adapted from Women Empowerment Development Organisation (WEDO), 2013 (online)
Geolocation	Geographical location of a plot of land described by means of latitude and longitude coordinates corresponding to at least one latitude and one longitude point, and using at least six decimal digits.	Article 2 (28), Regulation (EU) 2023/1115 of the European Parliament and of the Council (2023)
Good faith	The principle of good faith implies that the parties make every effort to reach an agreement, conduct genuine and constructive negotiations, avoid unjustified delays in negotiations, respect agreements concluded, and give sufficient time to discuss and settle collective disputes. In the case of multinational enterprises, such companies should not threaten to transfer the whole or part of an operating unit from the country concerned in order to unfairly influence negotiations.	Adapted from ILO Q&As on business and collective bargaining (online; accessed on 3 April 2024 at https://www.ilo.org/resource/qas-business-and-collective-bargaining-0)
Greenhouse gas (GHG)	Gaseous constituents of the atmosphere, both natural and anthropogenic, that absorb and emit radiation at specific wavelengths within the spectrum of infrared radiation emitted by the Earth's surface, the atmosphere, and clouds.	Intergovernmental Panel on Climate Change (2021)
Group manager	A person, a group of people, or an organisation responsible for running the internal control system and managing an independent smallholder group. This can be a mill, an organisation, or an individual.	RSPO ISH standard 2019
Growers	<p>Growers are beneficial owners, land owners, or businesses with more than 500 hectares (accumulative) of cultivated and harvested oil palms.</p> <p>Please also refer to other related definitions: 'medium grower', 'smallholder'.</p>	RSPO P&C 2024
Health and Safety (H&S) Committee	A Health and Safety Committee is a representative group composed of both management and worker representatives, tasked with the development of safety and health rules, and safe systems of work. It is responsible for identifying hazards, assessing risks, developing and implementing measures to prevent accidents and injuries, and ensuring compliance with relevant health and safety regulations and standards. It reviews the effectiveness of safety and health programmes, conducts investigations on trends of accidents that occur at the place of work, reviews the health and safety policies, and makes recommendations.	RSPO P&C 2024
Hazardous waste	Hazardous waste is a waste with properties that make it dangerous or capable of having a harmful effect on human health or the environment.	United States Environment Protection Agency (EPA), Learn the Basic of Hazardous Waste (online; accessed on 3 April 2024 at https://www.epa.gov/hw/learn-basics-hazardous-waste)
Hazardous work for children	<p>Hazardous work for children is defined as "any work which is likely to jeopardise children's physical, mental or moral health, safety or morals" and which "should not be done by anyone under the age of 18". This includes:</p> <p>A) Work which exposes children to physical, psychological, or sexual abuse;</p> <p>B) Work underground, under water, at dangerous heights, or in confined spaces;</p> <p>C) Work with dangerous machinery, equipment, and tools, or which involves the manual handling or transport of heavy loads;</p> <p>D) Work in an unhealthy environment which may, for example, expose children to hazardous substances, agents, or processes, or to temperatures, noise levels, or vibrations damaging to their health; and</p> <p>E) Work under particularly difficult conditions such as work for long hours or during the night or work where the child is unreasonably confined to the premises of the employer.</p>	<p>Adapted from Article 3 (d) of the ILO Convention concerning the Prohibition and Immediate Action for the Elimination of the Worst Forms of Child Labour, 1999 (No. 182)</p> <p>and</p> <p>from Article (II) - Hazardous Work, of the ILO Worst Forms of Child Labour Recommendation, 1999 (No. 190)</p>
High Conservation Value (HCV) areas	<p>The areas necessary to maintain or enhance one or more High Conservation Values (HCVs):</p> <p>HCV 1 – Species diversity. Concentrations of biological diversity including endemic species, and rare, threatened or endangered (RTE) species, that are significant at global, regional, or national levels.</p> <p>HCV 2 – Landscape-level ecosystems, ecosystem mosaics, and Intact Forest Landscapes (IFL). Large landscape-level ecosystems, ecosystem mosaics, and IFL that are significant at global, regional, or national levels, and that contain viable populations of the great majority of the naturally occurring species in natural patterns of distribution and abundance.</p> <p>HCV 3 – Ecosystems and habitats. RTE ecosystems, habitats, or refugia.</p> <p>HCV 4 – Ecosystem services. Basic ecosystem services in critical situations, including protection of water catchments and control of erosion of vulnerable soils and slopes.</p> <p>HCV 5 – Community needs. Sites and resources fundamental for satisfying the basic necessities of local communities or indigenous peoples (for livelihoods, health, nutrition, water, etc.), identified through engagement with these communities or indigenous peoples.</p> <p>HCV 6 – Cultural values. Sites, resources, habitats, and landscapes of global or national cultural, archaeological, or historical significance, and/or of critical cultural, ecological, economic, or religious/sacred importance for the traditional cultures of local communities or indigenous peoples, identified through engagement with these local communities or indigenous peoples.</p>	High Conservation Value Resource Network (HCVRN) Common Guidance for Identification of HCVs (2017)
High Carbon Stock	High Carbon Stock forests are defined as forests with above and below ground carbon stores, where the sequestered carbon losses as a result of land use change are greater than the potential gains in carbon stock within the new development area (including set aside and non-planted areas) over the period of one planting cycle.	RSPO P&C 2024, adapted from RSPO P&C 2013
High Forest Cover Country (HFCC)	Countries assessed as having >60% forest cover (based on recent, trusted REDD+ and/or national data); <1% oil palm cover; a deforestation trajectory that is historically low but is increasing or constant; and a known frontier area for oil palm or where major areas have been allocated for development.	RSPO No Deforestation consultancy: HFCC (Proforest, 2018)

High Forest Cover Landscape (HFCL)	Landscapes having >80% forest cover. Landscape defined as "the size of a landscape may be determined by A) Identifying the watershed or the geographical land unit containing a cluster of interacting ecosystems; B) Selecting a unit size that encompasses the plantation concession and a buffer of the surrounding area (e.g. 50,000 ha or 100,000 ha); or C) Using a radius of 5 km from the area of interest (for instance, the planned concession)".	Adapted from Module 5 of the HCSA Toolkit Version 2.0 (High Carbon Stock Approach, May 2017)
Highly Hazardous Pesticide	Pesticides that are acknowledged to present particularly high levels of acute or chronic hazards to health or the environment according to internationally accepted classification systems such as the World Health Organization (WHO), or the Globally Harmonized System of Classification and Labelling of Chemicals (GHS), or their listing in relevant binding international agreements or conventions. In addition, pesticides that appear to cause severe or irreversible harm to health or the environment under conditions of use in a country may be considered to be, and treated as, highly hazardous.	Guidelines on Highly Hazardous Pesticides (FAO & WHO, 2016)
Human Rights Defenders (HRD)	People who, individually or with others, act to promote and protect human rights in a peaceful way.	Declaration on the Right and Responsibility of Individuals, Groups and Organs of Society to Promote and Protect Universally Recognised Human Rights and Fundamental Freedoms (United Nations General Assembly, 1998)
Human Rights Due Diligence (HRDD)	Human rights due diligence is a way for businesses to proactively manage potential and actual adverse human rights impacts with which they are involved. It involves requiring businesses to identify, prevent, mitigate, and account for how they address actual and potential impacts on human rights.	United Nations Guiding Principles on Business and Human Rights (Office of the United Nations High Commissioner for Human Rights, 2011)
Identity Preserved	A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill is only sourced from plantations/estates that are certified against the RSPO Principles and Criteria, or against the RSPO Group Certification scheme. Certification for mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (e.g., if physical separation is used), and volume sales of RSPO certified palm oil and oil palm products. If a mill processes certified and uncertified FFB without physically separating them, then only the Mass Balance supply chain module is applicable.	RSPO Supply Chain Certification standard (2020)
Independent Smallholder	An oil palm grower who has the following characteristics: - Enforceable decision-making power on the operation of the land and production practices; - Ability and freedom to choose how the land and type of planted crops is organised, managed, and financed; - Meet any further criteria or definition relative to the applicability of the RSPO P&C and ISH standards, provided in the relevant National Interpretation for a specific country; - The total size of their oil palm production area is smaller than or equal to 50 hectares (ha) if no threshold is defined in a National Interpretation; OR smaller than or equal to the maximum size defined in a National Interpretation (e.g., for Indonesia this implies the threshold size is 20 ha or below; for Ecuador 75 ha or below); and - Not a scheme smallholder Please refer to other related definitions: 'smallholder' and 'scheme smallholder'.	Adapted from RSPO P&C 2018 and ISH 2019 standards
Indigenous peoples	Indigenous peoples refer to those who: - Self-identify as indigenous peoples at the individual level and accepted by the community as their member - Have historical continuity with pre-colonial and/or pre-settler societies that developed on their territories - Strong link to territories and surrounding natural resources - Consider themselves as having distinct social, economic or political systems from other sector of the societies in the area where they live - Distinct language, culture, and beliefs - Form non-dominant groups of society - Resolve to maintain, develop, and reproduce their ancestral environments and systems to future generations as distinctive peoples and communities. When considering the factors above, no single one shall be determinative. Indigenous peoples are defined as such regardless of the local, national, and regional terms that may be applied to them, such as 'tribal people,' 'first peoples,' 'secluded tribes,' 'hill people,' or others.	Adapted from the United Nations Permanent Forum on Indigenous Issues Factsheet (online, accessed on 11 September 2024 at https://www.un.org/esa/socdev/unpfii/documents/5session_factsheet1.pdf)
Initial Certification	The beginning stage of the certification cycle where the decision of certification and issuance of certificate is done.	RSPO Certification Systems for Principles & Criteria and RSPO Independent Smallholder Standard (2020)
Integrated Pest Management (IPM)	A careful consideration of all available plant protection methods and subsequent integration of appropriate measures that discourage the development of populations of harmful organisms and keep the use of plant protection products and other forms of intervention to levels that are economically and ecologically justified, and reduce or minimise risks to human health and the environment. 'Integrated pest management' emphasises the growth of a healthy crop with the least possible disruption to agro-ecosystems and encourages natural pest control mechanisms.	Guidelines on Highly Hazardous Pesticides (FAO & WHO, 2016)
Internal Control System (ICS)	A set of rules, policies, and procedures which an organisation implements to provide direction, increase efficiency, and strengthen adherence to policies to manage a group.	RSPO ISH standard 2019
International accepted scientific protocol	A predefined science-based procedure which is either published by an international scientific network or union, or referenced frequently in the international scientific literature.	FSC Principles and Criteria for Forest Stewardship FSC-STD-01-001 (V5-2, 2018)

Intimidation and harassment (including threats)	<p>Refers to a range of unacceptable behaviour that results in physical, psychological, sexual, or economic harm. Examples include:</p> <p><u>Communities</u></p> <p>A) Any threats of dispossession of land, forced removal, or relocation; B) Any threat to deny access to resources on land e.g. water, agriculture, sacred grounds, etc.; C) Any threats against community members during receipt of grievances; D) Any threats and abuse of power by military, paramilitaries, or security personnel (contracted by the Unit of Certification) against community members (includes sexual favours); E) Any threats and coercion against community members in signing agreements related to relinquishing of land rights or resources; F) Persistent verbal abuse.</p> <p><u>Workers</u></p> <p>A) Loss of income and/or restricted access to the workplace, housing, and/or land; B) Threats of dismissal from employment or against workers who wish to resign; C) Threats against workers during receipt of grievances regarding working and living conditions via internal (labour dispute mechanisms) and/or external (e.g. embassy, NGO, etc.) grievance channels; D) Threats to terminate employment of family members; E) Withdrawal of rights such as the rights to leave the workplace; F) Verbal abuse.</p> <p>It may also include undermining of workers, i.e., psychological coercion, designed to increase the sense of vulnerability.</p> <p><u>Human Rights Defenders</u></p> <p>A) Loss of income due to/resulting in organisational restrictions; B) Any threats of dismissal from employment, restrictions on travel, and restrictions to the environment in which the HRDs operate; C) Any deliberate obstruction to holding of meetings between HRDs; D) Any hostility within the community the HRDs lives as claims may be seen to jeopardise the community's honour and culture (this may especially be the case with women HRDs); E) Any character assassination of HRDs in the form of discrediting or defamation campaigns; F) Any arbitrary use of security forces surveillance; G) Any SLAPP suits (Strategic Lawsuits against Public Participation) due to his or her work and/or in the course of his/her activities; H) Any threats of physical violence and death threats. Special attention is needed to avoid gender-specific violence such as rape or threats of sexual violence used to silence women.</p>	RSPO P&C 2024
Labour recruiters	Includes all labour recruiters (both public and private employment services/agencies) and all other intermediaries or sub-agents that offer labour recruitment and placement services. This includes labour recruiters in countries of origin that assist, or are sub-contracted to, the labour recruiter that is directly engaged by the Unit of Certification, and any recruiters engaged by the sub-contractor.	RSPO P&C 2024
Land clearing/land clearance	<p>Conversion of land from one land use to another. Clearing of actively managed certified oil palm plantations to replant oil palm is not considered land clearing.</p> <p>Within existing Units of Certification, clearing of less than 10 ha meeting all the requirements below is not considered land clearing: A) 10 ha threshold is the maximum limit (cumulative) within a specified Unit of Certification over the lifetime of the plantation; B) Must not be contiguous to HCV and potential HCS forests; and C) Must not be HCV and potential HCS forests.</p>	RSPO P&C 2018
Legal due diligence	The term 'legal due diligence' is commonly defined as an investigation, review performed, and/or research conducted on a company or business asset or a business, to confirm the facts of a matter under consideration before entering into an agreement with the another party. Once the facts are collected and analysed, an informed decision can be made.	RSPO P&C 2024
Legal registration	Official license and/or permission from the relevant government authorities for an entity to operate as an enterprise, with rights to buy and sell products and/or services commercially. The licence or permissions can apply to an individual, a privately-owned enterprise, or a publicly-owned corporate entity.	RSPO P&C 2024
Livelihood	<p>A person's or a group's way of making a living, from their environment or in the economy, including how they provision their basic needs, and assure themselves and following generations secure access to food, clean water, health, education, housing, and the materials needed for their life and comfort either through their own direct use of natural resources or through exchange, barter, trade, or engagement in the market.</p> <p>A livelihood includes not just access to resources but the knowledge and institutions that make this possible such as time for community participation and integration, personal, local or traditional ecological knowledge, skills, endowments and practices, the assets that are intrinsic to that way of making a living (e.g. farms, fields, pastures, crops, stock, natural resources, tools, machinery, and intangible cultural properties), and their position in the legal, political, and social fabric of society.</p> <p>The risk of livelihood failure determines the level of vulnerability of a person or a group to income, food, health, and nutritional insecurity. Therefore, livelihoods are secure when they have secure ownership of, or access to, resources and income earning activities, including reserves and assets, to offset risks, ease shocks, and meet contingencies.</p>	Compiled and adapted from various definitions of livelihoods from the Department for International Development (DfID), the Institute of Development Studies (IDS), the FAO, and academic texts in 'The Household Livelihood Security Concept' (Frankenberger & McCaston, 1998; online, accessed on 3 April 2024 at https://www.fao.org/4/x0051t/x0051t05.htm)
Living Wage	The remuneration received for a standard workweek by a worker in a particular place sufficient to afford a decent standard of living for the worker and her or his family. Elements of a decent standard of living include food, water, housing, education, health care, transportation, clothing, and other essential needs including provision for unexpected events.	What is a Living Wage? (Global Living Wage Coalition; online, accessed on 3 April 2024 at https://www.globallivingwage.org/about/what-is-a-living-wage/)
Local Community/Local Peoples	Refer to a community in a particular place where local people share common concern around local facilities, services and environment, and which may at times depart from traditional or state definitions. Generally, local communities attach particular meaning to land and natural resources as sources of culture, customs, history, and identity, and depend on them to sustain their livelihoods, social organisation, culture and traditions, beliefs, environment, and ecology.	RSPO Free, Prior and Informed Consent (FPIC) Guide (2022)
Managed area	The land containing oil palm and associated land uses such as infrastructure (e.g., roads, buildings), riparian zones, and set-aside conservation areas.	RSPO P&C 2018
Management documents	Management documents are documented information and evidence to interact with the RSPO P&C standard. It shall be in the form of manual, working procedures, reports, and records that subject to be audited and reviewed periodically.	RSPO P&C 2018
Management Review/ Reviewed annually by management	Management reviews are an opportunity to evaluate the systems and controls that are in place, to review feedback, make improvements and track corrective action, to assure that changes are monitored, reported and evaluated, and to determine the overall effectiveness of the quality programme (QMS).	ISO 9001: 2015 - Quality Management Systems
Marginal soil	<p>A soil that is unlikely to produce acceptable economic returns for the proposed crop at reasonable projections of crop value and costs of amelioration. Degraded soils are not marginal soils if their amelioration, and resulting productivity, is cost effective.</p> <p>Please also refer to other related definitions: 'fragile soil'.</p>	RSPO P&C 2018
Mass Balance	A mill is deemed to be Mass Balance (MB) if the mill processes FFB from both RSPO certified and uncertified plantations/estates. A mill may take delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base(s). In that scenario, the mill can only claim the volume of palm oil and oil palm products produced from processing of the certified FFB as Mass Balance.	RSPO Supply Chain Certification standard (2020)

Maternal Health	Maternal health refers to the health of women during pregnancy, childbirth, and the post-natal period.	Maternal Health (World Health Organisation; online, accessed January 2023 at https://www.who.int/health-topics/maternal-health)
Medium Grower	Medium Growers are land owners or small businesses with more than 50 ha and up to 500 ha (accumulative), who cultivate and harvest oil palms using hired labour rather than family labour. They may have diverse sources of income including from multiple crops, may not reside near their oil palm plantings and may employ administrative staff. Medium growers may or may not operate mills. (National Interpretation is encouraged). Please also refer to other related definitions: 'grower', 'smallholder'.	RSPO P&C 2024
Migrant Worker	A person who migrates or who has migrated whether within a country (internal migrant) or from one country to another (international migrant) to work.	RSPO P&C 2024
Migrant Worker Status	Workers who have registered to be regularised under national labour recalibration/regularisation programs.	RSPO P&C 2024
National law	A binding rule or body of rules prescribed by the government of a sovereign state that holds force throughout the regions and territories within the government's dominion. In the context of international law, a State party to an international treaty must ensure that its own domestic law and practice are consistent with what is required by the treaty. National laws includes subsidiary legislations, regulations, by-laws, rules, and orders issued by the government.	National Law (UN Environment Programme; online, accessed January 2023 at https://leap.unep.org/en/knowledge/glossary/national-law)
Negative action	Negative action against affected stakeholders is any act of retaliation; intimidation, harassment and threats; violence (physical, sexual and gender-based) and torture; instigating violence or use of any form of harassment, including the use of mercenaries and paramilitaries in their operations; exploitation; discrimination; and detention, disappearance or killing.	RSPO P&C 2024
New planting	The planned or proposed establishment of oil palm plantations and associated developments on lands not previously cultivated with oil palm, owned and/or directly managed by an RSPO member.	RSPO P&C 2024
Non-judicial process	Non-judicial process refers to mechanisms that do not involve formal national court proceedings or the direct involvement of the judiciary. These processes are often carried out by administrative or executive bodies such as mediations or arbitrations. This may also include dialogue-based or other culturally appropriate compatible processes. It can be used by individuals, workers, communities, and/or civil society organisations e.g., labour tribunals, national human rights institutions, ombudsperson offices, community tribunals, etc.	RSPO P&C 2024
Oil Extraction Rate (OER)	Proportion of crude palm oil extracted from Fresh Fruit Bunches, using either the dry or wet extraction method.	RSPO P&C 2024
Operations	All activities planned and/or undertaken by the Unit of Certification, which includes its contractors, within the boundaries of its palm oil mill and its estates/plantations.	RSPO P&C 2024
Other conservation areas	Areas (in addition to HCVs, HCS forests, and peatland conservation areas) that are required to be conserved by the RSPO P&C standard e.g., riparian areas, steep slopes, other areas allocated by the Unit of Certification.	RSPO P&C 2018
Outgrower	Farmer(s) or grower(s), where the sale of their FFB is exclusively contracted to the Unit of Certification. Outgrowers may be smallholders.	RSPO P&C 2013
Paludiculture	Productive land use on rewetted peatland with crops that are adapted to the high water levels in peatlands. Paludiculture is classified as a peatland rehabilitation strategy. Plant species can be cultivated as part of the paludiculture are swam jelutong (<i>dryera polyphylla</i>), alternative pulp species, tengkawang (<i>shorea spp.</i>), sago (<i>metroxylon spp.</i>), rattan, and medicinal plants.	RSPO Manual on BMPs for Management and Rehabilitation of Peatlands (2019)
Participatory Mapping/Methodology	Participatory mapping, also known as 'community mapping', is based on the premise that communities have knowledge of their customary tenure and surrounding environments, which can be expressed in simple maps. It allows communities to bring their local knowledge and perspectives to the attention of authorities and the UoC. This is done jointly by the Unit of Certification and the communities.	Adapted from RSPO Free, Prior and Informed Consent (FPIC) Guide (2022)
Peat/Peatlands	A soil with cumulative organic layer(s) comprising more than half of the upper 80 cm or 100 cm of the soil surface, containing 35% or more of organic matter (35% or more Loss on Ignition) or 18% or more organic carbon. Note for management of existing plantations in Malaysia and Indonesia, a narrower definition has been used, based on national regulations, namely: soil with an organic layer of more than 50% in the top 100 cm, containing more than 65% organic matter.	RSPO Peatland Working Group 2 (PLWG2), July 2018. Derived from FAO and USDA definition for histosols (organic soils) (FAO 1998, 2006/7; USDA 2014)
Pesticide	Substances or a mixture of substances intended for preventing, destroying, repelling, or mitigating any pest, or regulating plant growth. Pesticides are categorised into four main substituent chemicals: herbicides; fungicides; insecticides; and bactericides.	RSPO P&C 2013
Plan	A time-bound and detailed scheme, programme, or method for achieving objective(s) and desired outcome(s). Plans shall have clear targets with timelines for delivery, actions to be taken, and a process for monitoring progress to adapt plans to changing circumstances and reporting. Plans shall also include the identification of named individuals or positions responsible for the delivery of the plan. There shall be evidence that sufficient resources are available to carry out the plan and the plan is implemented in full.	RSPO P&C 2013
Plantation	The land on which oil palm is grown. Can be known as 'estate', 'concession' or 'supply base' depending on context such as ownership, land title(s), or commercial arrangements.	RSPO P&C 2018
Precautionary Approach	An approach requiring that when the available information indicates that management activities pose a threat of severe or irreversible damage to the environment or a threat to human welfare, The organisation will take explicit and effective measures to prevent the damage and avoid the risks to welfare, even when the scientific information is incomplete or inconclusive, and when the vulnerability and sensitivity of environmental values are uncertain A precautionary approach applies explicit and effective measures when there is a threat of severe or irreversible damage to the environment or a threat to human welfare, to prevent the damage and reduce the risks. These measures are applied even when the scientific information is incomplete or inconclusive, and when the vulnerability and sensitivity of values are uncertain.	Rio Declaration on Environment and Development A/CONF.151/26 (Vol. I) (United Nations General Assembly, 1992)
Prevailing wage	The remuneration earned by a worker during normal working hours. It includes basic wage (cash), certain types of in-kind benefits, allowances, and bonuses.	RSPO Guidance on Calculating Prevailing Wages (2019)
Primary forest	Forest that has never been logged and has developed following natural disturbances and under natural processes, regardless of its age. Also included as primary are forests that are used inconsequentially by indigenous and local communities living traditional lifestyles relevant for the conservation and sustainable use of biological diversity. The present cover is normally relatively close to the natural composition and has arisen (predominantly) through natural regeneration. Applicability: <i>The RSPO standards have evolved in addressing deforestation, shifting from terms like “primary forest” in earlier iterations to more recent concepts such as “High Conservation Values (HCVs)” and “High Carbon Stock Forests (HCS)” in 2018. These updated terms are used within the RSPO system to ensure compliance with the standards relevant at the time of deforestation risk assessment, conducted during membership application. For new members (since November 2005) and existing members planning new planting (since January 2010), the definition of “primary forest” is applied to determine if deforestation occurred within a specified time frame.</i>	RSPO P&C 2024
Private Employment Agency	Any natural or legal person, independent of the public authorities, which provides one or more of the following labour market services: A) Services for matching offers of and applications for employment, without the private employment agency becoming a party to the employment relationships which may arise therefrom B) Services consisting of employing workers with a view to making them available to a third party, who may be a natural or legal person (referred to below as a "user enterprise") which assigns their tasks and supervises the execution of these tasks C) Other services relating to jobseeking, determined by the competent authority after consulting the most representative employers and workers organizations, such as the provision of information, that do not set out to match specific offers of and applications for employment.	RSPO P&C 2024
Prophylactic	A treatment or course of action applied as a preventive measure.	RSPO P&C 2013
Publicly available	Refers to information or documents are accessible free of charge to anyone in the general public, without the need for special qualifications, permissions, or privileges.	RSPO P&C 2024

Rare, threatened or endangered (RTE) species	<p>Rare species: Species that are uncommon or scarce, but not classified as threatened. These species are located in geographically restricted areas or specific habitats, or are scantily scattered on a large scale. They are approximately equivalent to the IUCN (2001) category of Near Threatened (NT), including species that are close to qualifying for, or are likely to qualify for, a threatened category in the near future. They are also approximately equivalent to imperilled species.</p> <p>Threatened species: Species that meet the IUCN (2001) criteria for Vulnerable (VU), Endangered (EN) or Critically Endangered (CR), and are facing a high, very high, or extremely high risk of extinction in the wild. These categories may be reinterpreted according to official national classifications (which have legal significance) and to local conditions and population densities (which should affect decisions about appropriate conservation measures).</p> <p>Endangered species: A taxon is Endangered when the best available evidence indicates that it meets any of the criteria A to E for Endangered (see Section V), and it is therefore considered to be facing a very high risk of extinction in the wild.</p>	IUCN Red List Categories and Criteria Version 3.1 (International Union for Conservation of Nature, 2001)
Recruitment fees and related costs	The terms 'recruitment fees' or 'related costs' refer to any fees or costs incurred in the recruitment process in order for workers to secure employment or placement, regardless of the manner, timing, or location of their imposition or collection.	ILO General principles and operational guidelines for fair recruitment and definition of recruitment fees and related costs (International Labour Organization, 2019)
Remediation	<p>Remediation refers to both the process and the outcome of addressing adverse human rights impacts. Remedies available should be adequate and appropriate, proportional to the gravity of the violation, and adapted to the circumstances of the case. Assistance provided to each aggrieved party will depend on the individual needs of the aggrieved party.</p> <p>Below are some examples of remediation that may be considered by the Unit of Certification:</p> <p>A) Shelter and accommodation B) Medical and health-care services and counselling, including mental health and psychosocial support C) Compensation/repayment D) Financial assistance E) Legal assistance F) Return assistance G) Reintegration assistance H) Satisfaction (acknowledgement fault/apology) I) Restitution (restoration of situation) J) Guarantee of non-repetition</p>	Adapted from the Corporate Responsibility to Respect Human Rights: An Interpretive Guide (United Nations Office of the High Commissioner for Human Rights, 2012)
Replanting	Replanting oil palm with a subsequent oil palm crop.	RSPO New Planting Procedure (NPP) 2021
Restoration	The process of assisting the recovery of an ecosystem, and its associated conservation values, that has been degraded, damaged, or destroyed.	Adapted from the Accountability Framework Initiative (2020)
Rights	<p>Rights are legal, social or ethical principles of freedom or entitlement, in accordance with the International Bill of Rights and other relevant international human rights instruments, including the UN Declaration on the Rights of Indigenous Peoples, UN Guiding Principles on Business and Human Rights, and the Global Compact for Safe, Orderly and Regular Migration.</p> <p>- Customary rights: Patterns of long-standing community land and resource usage in accordance with indigenous peoples' customary laws, values, customs, and traditions, including seasonal or cyclical use rather than formal legal title to land and resources issued by the State. - Legal rights: Rights given to individual(s), entities, and others through applicable local, national, or ratified international laws and regulations. - User rights: Rights for the use of land and resources that can be defined by local custom, mutual agreements, or prescribed by other entities holding access rights. - Demonstrable rights: Indigenous peoples, local communities, and users may have informal or customary rights in land that are not registered or recognised by the government or national laws. Demonstrable rights are distinguished from spurious claims by direct engagement with local communities, so they have adequate opportunities to justify their claims, and are best ascertained through participatory mapping with the involvement of neighbouring communities.</p>	RSPO Free, Prior and Informed Consent (FPIC) Guide (2022)
Riparian	Riparian is used to refer to land located next to natural lakes, as well as streams and rivers, although the latter are more commonly found within oil palm concessions.	RSPO Manual for the Management and Rehabilitation of Riparian Reserves (2018)
Risk assessment	<p>A systematic process of identifying and evaluating the potential risks that may be involved in a projected activity or undertaking.</p> <p>It enables a weighing up of whether enough precautions are in place or whether more should be done to prevent harm to those at risk, including workers and members of the public.</p>	Adapted from ILO 'A 5 step guide for employers, workers and their representatives on conducting workplace risk assessments' (International Labour Organization, 2014)
Safe drinking water	Safe drinking water, also known as 'potable water' or 'improved drinking water' or 'water that is safe to drink', is water that is of sufficient quality to be used for drinking (as well as for cooking and personal/domestic hygiene) without causing risk to health.	Adapted from Module 1: Water in 'WASH@Work: a self-training handbook' (International Labour Office, 2016)
Scheme Smallholder	<p>All smallholder farmers who are not independent smallholders, under a formal and legal contractual FFB sourcing agreement with a Unit of Certification.</p> <p>Please also refer to other related definitions: 'smallholder' and 'independent smallholder'.</p>	RSPO P&C 2024
Segregated	<p>The Segregated (SG) supply chain model assures that RSPO certified palm oil and oil palm products delivered to the end user is only from RSPO certified sources (a mixture of Identity Preserved/IP products).</p> <p>Please also refer to other related definitions: 'Identity Preserved'</p>	RSPO Supply Chain Certification standard (2020)
Sexual Harassment	Sexual harassment is any unwelcome sexual advance, request for sexual favour, verbal or physical conduct or gesture of a sexual nature, or any other behaviour of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation to another, when such conduct interferes with work, is made a condition of employment, or creates an intimidating, hostile, or offensive work environment. While typically involving a pattern of behaviour, it can take the form of a single incident. Sexual harassment may occur between persons of the opposite or same sex. Both males and females can be either the victims or the offenders.	<p>Adapted from the ILO Briefing note 'Sexual harassment in the world of work' (International Labour Organization; online, accessed on 8 April 2024 at https://www.ilo.org/sites/default/files/wcmsp5/groups/public/@dgreports/@gender/documents/briefingnote/wcms_738115.pdf)</p> <p>and</p> <p>UN Women 'Harassment Policy including sexual harassment' (United Nations Entity for Gender Equality and the Empowerment of Women; online, accessed on 8 April 2024 at https://www.un.org/womenwatch/osaginew/fpsexualharassment.htm)</p>

Sexual violence	Includes rape, threats of sexual violence, and/or abuse. Sexual violence also includes forcing (directly or indirectly) workers/community members to engage in sexual activities.	Adapted from the ILO '11 Indicators on Forced Labour' (International Labour Organization, 2012)
Significant air pollutant	Significant air pollutants are chemical or biological substances that substantially degrade air quality. These may include pollutants from sources such as palm oil mill effluent (POME), sewage, wastewater, sediment, fertilisers, pesticides, fuels, and other palm oil operations, which exceeds the threshold in accordance with national regulations and international standards.	RSPO P&C 2024
Smallholder	An oil palm grower with a total accumulative planted area of oil palm that is smaller than or equal to 50 hectares (ha). The definition of a smallholder farmer and threshold of planted area of oil palm may vary by country, to be determined by the relevant National Interpretation of the RSPO P&C and ISH standards. In the absence of an NI developed for a specific country that has been formally endorsed by the RSPO Board of Governors, the definition of a smallholder farmer in the generic RSPO P&C shall prevail. Please refer to other related definitions: 'independent smallholder' and 'scheme smallholder'.	Adapted from RSPO P&C 2018 and ISH 2019 standards
Smallholder plot	Land where smallholders have rights, and is planted with oil palm or allocated for new planting with oil palm or replanting.	RSPO ISH standard 2024
Smallholder household	A smallholder household refers to persons or groups that may be related or unrelated that live together and make common provision for food and other essentials for living. Please refer to other related definitions: 'family members' and 'contributing family members'.	RSPO ISH standard 2024
Social and Environmental Impact Assessment (SEIA)	An analysis and planning process to be carried out prior to new plantings or operations. This process incorporates relevant environmental and social data, as well as stakeholder consultations, in order to identify the baseline condition and potential impacts (both direct and indirect) to the site; and to determine whether these impacts can be satisfactorily addressed, in which case the proponent also defines specific actions to minimise and mitigate potential negative impacts in a resulting social and environmental management & monitoring plan.	RSPO P&C 2024
Socialise	A process of sharing knowledge and/or skills through providing information to, and interacting with, stakeholders.	RSPO P&C 2024
Stakeholder(s)	An individual or group with a legitimate and/or demonstrable interest in, or who may or may not be directly affected by, the activities of an organisation and the consequences of those activities. Stakeholders include suppliers, internal staff members, workers, family members living on-site, communities, smallholders, customers, regulators, purchasers, clients, owners, trade unions, and non-governmental organisations (NGOs).	RSPO P&C 2018
Standard Operating Procedure (SOP)	An SOP is a set of step-by-step instructions compiled by an organisation to help workers carry out routine operations. SOPs aim to achieve efficiency, quality output, and uniformity of performance, while reducing miscommunication and failure to comply.	RSPO P&C 2024
Steep terrain	Areas with a slope greater than 25 degrees, or otherwise defined through a National Interpretation (NI) process.	RSPO P&C 2013
Supplier(s)	Person(s) or organisation(s) that supply Fresh Fruit Bunches to the Unit of Certification.	RSPO P&C 2024
Supply chain	The series of processes/steps through which agricultural raw materials pass from the primary producer through to the end-product manufacturer (i.e. oil palm cultivation, harvesting, milling, storage, transport, refining, distribution, processing, manufacturing, retailing, etc.)	RSPO Supply Chain Certification standard 2020
Trader(s)	Person(s), business(es), or organisation(s) that buy and sell Fresh Fruit Bunches	RSPO P&C 2024
Trafficking in Persons	The recruitment, transportation, transfer, harbouring or receipt of persons, by means of the threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position of vulnerability or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation. Exploitation shall include, at a minimum, the exploitation of the prostitution of others or other forms of sexual exploitation, forced labour or services, slavery or practices similar to slavery, servitude or the removal of organs.	United Nations 'Protocols to Prevent, Suppress and Punish Trafficking in Persons, especially Women and Children....' (United Nations General Assembly, 2000)
Tribal peoples	Persons, or groups of persons, that can be identified or characterised as follows: - People who self-identify as tribal people and are accepted as such by their community - Social, cultural, and economic conditions distinguish them from other sections of the national community - Status is regulated wholly or partially by their own customs or traditions, or by special laws or regulations	RSPO P&C 2024
Unit of Certification	The Unit of Certification is the collective area proposed for certification under the RSPO P&C standard, including: A) The mill(s) and its supply base(s), which shall include both directly managed land (and estates) and scheme smallholders, where estates have been legally established with proportions of lands allocated to each; B) Oil palm production areas managed by growers, medium growers, and/or smallholders; and C) Set-aside conservation areas within the concession area under the management control of the UoC.	RSPO P&C 2024
Unlawful wage deductions	Unlawful wage deductions refer to wage deductions that are not stipulated in the national laws or collective bargaining agreement. In circumstances where the national law or collective bargaining agreement is silent on deductions, the Unit of Certification shall obtain approval from the relevant authorities for the said deductions.	RSPO P&C 2024

Violence	<p>Violence may take many forms. It consists of acts that results in, or is likely to result in, physical, sexual, or psychological harm or suffering. This includes threats of such acts, coercion, or withdrawal of rights, occurring within the Unit of Certification, as well as the use of violence as a disciplinary measure and/or as a result of gender-based discrimination. Violence humiliates, degrades or damages a person's well-being, value, or dignity. Violence can be perpetrated either directly or indirectly. It includes:</p> <p>A) Physical violence B) Sexual violence C) Psychological violence</p> <p>Physical Violence The use of physical force against another person or group that results in physical, sexual, or psychological harm.</p> <p>Sexual Violence Any form or attempt of non-consensual sexual activity or coercion perpetrated against an individual. This includes rape, forced or coerced penetration of the vulva, anus, or any other body orifice with a penis, body part, or object. Sexual violence extends beyond physical acts to include psychological coercion, verbal harassment, and any behaviour aimed at exploiting or violating an individual's sexual autonomy and dignity.</p> <p>Psychological Violence Any intentional conduct that seriously impairs another person's psychological integrity through coercion or threats. Psychological violence can take the form of coercion, defamation, verbal abuse, threats, or harassment. It may also include threat of physical force, against another person or group that result in harm to mental, spiritual, moral, or social development, as well as bullying/mobbing.</p> <p><u>Additional notes and information</u> Gender-based violence Gender-based violence is violence directed against a person because of that person's gender or violence that affects persons of a particular gender disproportionately. It is rooted in gender inequality, the abuse of power and harmful norms. The term is primarily used to underscore the fact that structural, gender-based power differentials place women and girls at risk of multiple forms of violence. The United Nations Declaration on the Elimination of Violence Against Women defines violence against women as "any act of gender-based violence that results in, or is likely to result in, physical, sexual or psychological harm or suffering to women, including threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or in private life." While women and girls suffer disproportionately from GBV, men and boys can also be targeted.</p> <p><u>Violence against Communities</u> - Use of physical violence against community members in signing agreements related to relinquishing of land rights or resources - Forced dispossession of land, removal, or relocation through the use of violence - Excessive use of force by military or security personnel (contracted by the Unit of Certification) against community members.</p>	<p>Adapted from the ILO Department of Statistics 'Work-related violence and its integration into existing surveys' paper from the 19th International Conference of Labour Statisticians in Geneva (International Labour Organization, October 2013; online, accessed on 3 April 2024 at https://www.ilo.org/sites/default/files/wcmsp5/groups/public/@dgreports/@stat/documents/meetingdocument/wcms_222231.pdf)</p> <p>and</p> <p>UN Women 'Frequently asked questions: Types of violence against women and girls' (United Nations Entity for Gender Equality and the Empowerment of Women; online, accessed on 8 April 2024 at https://africa.unwomen.org/en/what-we-do/ending-violence-against-women/faqs/types-of-violence-1)</p> <p>and</p> <p>(for communities) Adapted from United Nations Permanent Forum on Indigenous Issues Mandated Areas - Human Rights (United Nations Department of Economic and Social Affairs; online, accessed on 3 April 2024 at https://social.desa.un.org/issues/indigenous-peoples/unpfii-mandated-areas-human-rights)</p>
Voluntary isolation	Indigenous peoples in voluntary isolation are indigenous peoples or segments of indigenous peoples who do not maintain sustained contacts with the majority non-indigenous population, and who generally reject any type of contact with persons not part of their own people. They may also be peoples or segments of peoples previously contacted and who, after intermittent contact with the non-indigenous societies, have returned to a situation of isolation and broke the relations of contact that they may have had with those societies. In line with the principles of Free, Prior and Informed Consent (FPIC), RSPO prohibits oil palm expansion in these peoples' territories.	IAHCR 'Indigenous Peoples in Voluntary Isolation and Initial Contact in the Americas' (Inter-American Commission on Human Rights & Organization of American States, 2013)
Vulnerable groups	Any group or sector of society that is at higher risk or being subjected to social exclusion, discriminatory practices, violence, natural or environmental disaster, or economic hardship than other groups, such as indigenous peoples, ethnic minorities, migrants, disabled people, the homeless, isolated elderly people, women, and children.	RSPO P&C 2018
Waste	Any substance or object which the holder discards or intends or is required to discard.	Article 3 (1), Directive 2008/98/EC of the European Parliament and of the Council (19 November 2008)
Waste management	The collection, transport, recovery, and disposal of waste, including the supervision of such operations and the after-care of disposal sites, and including actions taken as a dealer or broker.	Article 3 (9), Directive 2008/98/EC of the European Parliament and of the Council (19 November 2008)
Watercourse	A watercourse is a natural or artificial channel through which water flows and/or a stream of water (such as a river, a brook, or an underground stream).	RSPO P&C 2024
Water security	The capacity of a population to safeguard sustainable access to adequate quantities of acceptable quality water for sustaining livelihoods, human well-being, and socio-economic development, for ensuring protection against water-borne pollution and water-related disasters, and for preserving ecosystems in a climate of peace and political stability.	UN-Water Analytical Brief 'Water Security and the Global Water Agenda' (United Nations Water, 2013; online, accessed on 3 April 2024 at https://www.unwater.org/publications/water-security-and-global-water-agenda)
Whistleblower	Individuals who are employees or former employees who report on illegal, irregular, dangerous, or unethical practices or actions by employers which contravene the RSPO Code of Conduct and related RSPO key documents, and who may potentially be at risk of reprisal. This includes individuals who are outside the traditional employee-employer relationship, such as contract workers, temporary workers, consultants, contractors, trainees/interns, volunteers, student workers, and former employees.	RSPO Policy on the Protection of Human Rights Defenders, Whistleblowers, Complainants and Community Spokespersons (2018)
Worker(s)	<p>Individual(s) that perform work for pay. This includes:</p> <p>- Permanent workers: Workers with an ongoing employment relationship with the Unit of Certification and do not have a predetermined end date for their employment. - Fixed-term workers: Workers with an ongoing employment relationship with the Unit of Certification and who have an agreed minimum number of hours of work for a period of 3 months or more. - Short-term workers: Workers with an ongoing employment relationship with the Unit of Certification and who have an agreed minimum number of hours of work for a period of less than 3 months. (Seasonal workers with guaranteed work or number of working hours for a period of less than 3 months can be considered a short-term worker.) - Casual workers: Workers with an ongoing employment relationship with the Unit of Certification and who have no guarantee of employment for a certain number of hours during a specified period but may have arrangements of an ongoing or recurring nature. (Day workers can be considered as a casual worker if they have no guarantee of work or a minimum number of hours during a specified period.) - Third-party contracted workers: Workers employed by private employment agencies and deployed to a Unit of Certification which assigns and supervises the execution of their tasks.</p> <p>Seasonal, contract, day, and temporary workers would fall into one of the above categories depending on the terms of the employment contract (permanency/duration, minimum number of working hours, pay structure, etc.).</p> <p>In the context of smallholders, family members who receive a wage/salary in return for the work performed may fall under one of the above categories of workers depending on the employment permanency/duration, nature of work, and minimum number of working hours.</p>	RSPO P&C 2024

Workforce	The total number of workers employed by the Unit of Certification either directly or indirectly. This includes contract workers and consultants.	RSPO P&C 2013
Worker Organisation	Any organisation or group formed by workers to advocate their rights and interests in the workplace. These organisations may include trade unions, labour unions, workers' associations, or similar entities dedicated to promoting workers' rights, improving working conditions, and fostering engagement between the Unit of Certification and workers.	RSPO P&C 2024
Work Target	An achievable output of work to be delivered by a worker within standard working hours in order to receive a full daily/monthly wage. It can also be referred to as 'quota'.	Adapted from 'Guideline for Indonesian Palm Oil Companies: Fair Target-Setting and Wage Policies in Oil Palm Plantations' (Earthworm Foundation, 2020)
Worst forms of child labour	The worst forms of child labour comprises: A) All forms of slavery, or practices similar to slavery, such as the sale and trafficking of children, debt bondage and serfdom, and forced or compulsory labour (including forced or compulsory recruitment of children for use in armed conflict); B) The use, procuring, or offering of a child for prostitution, for the production of pornography, or for pornographic performances; C) The use, procuring, or offering of a child for illicit activities, in particular for the production and trafficking of drugs as defined in the relevant international treaties; and D) Work which, by its nature or the circumstances in which it is carried out, is likely to harm the health, safety, or morals of children.	ILO Worst Forms of Child Labour Convention, 1999 (No.182)
Yield	Fresh Fruit Bunch (FFB) production in metric tonnes (MT) per hectare of production area.	RSPO P&C 2024
Young workers	Young workers are those who are from the age of 15 (or above the national minimum age, if higher) but under the age of 18.	RSPO P&C 2024

Annex: International, Regional and National Legal Requirements Applicable to the Production of Palm O

As per 9.2.5.1 of the Standard Setting SOP, the NI TF shall identify applicable legal requirements.

Principle	Citerion	Themes	Related Laws, Conventions, Regulations and Guidelines
1	1.1		
	1.2		
	1.3		
2	2.1		
	2.2		
	2.3		
	2.4		
	2.5		
3	3.1		
	3.2		
	3.3		
	3.4		
	3.5		
4	4.1		
	4.2		
	4.3		
	4.4		
	4.5		
	4.6		
	4.7		
5	5.1		
	5.2		
6	6.1		
	6.2		
	6.3		
	6.4		
	6.5		
	6.6		
	6.7		
	6.8		
	6.9		
7	7.1		
	7.2		
	7.3		
	7.4		
	7.5		
	7.6		
	7.7		

Annex 2 - Relevant International Laws and Conventions

RSPO Impact Pillar	Convenants, conventions, and protocols	Declarations and guidelines
Prosperity	United Nations Convention against Corruption, 2000	
	ILO Convention Private Employment Agencies, 1997 (No 181)	Private Employment Agencies Recommendation, 1997 (No. 188)
		United Nations Guiding Principles on Business and Human Rights, 2011
People	People+6:47B76:23B76:23B76:23B76:23	
	International Covenant on Economic, Social and Cultural Rights (ICESCR), 1966	
	International Convention on the Elimination of All Forms of Racial Discrimination (ICERD), 1965	
	Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment (CAT), 1984	
	Convention for the Protection of All Persons from Enforced Disappearance (CPED), 2006	
	Convention on the Rights of the Child (CRC), 1989	
	Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW), 1979	
	Convention on the Rights of Persons with Disabilities (CRPD), 2006	
	Declaration on Human Rights Defenders, 1998	
	International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families (ICMRW), 1990	
	ILO Convention on Migration for Employment, 1949 (No. 97)	
	ILO Convention on Migrant Workers (Supplementary Provisions), 1975 (No. 143)	Migrant Workers Recommendation, 1975 (No. 151)
	ILO Convention on Indigenous and Tribal Peoples, 1989 (No. 169)	Indigenous and Tribal Populations Recommendation, 1957 (No. 104)
		UN Declaration on the Rights of Indigenous Peoples, 2007
	ILO Convention on Freedom of Association and Protection of the Right to Organise, 1948 (No. 87)	

ILO Convention on the Right to Organise and Collective Bargaining, 1949 (No. 98)	
ILO Convention on Rural Workers' Organisations, 1975 (No. 141)	
ILO Convention on Workers' Representatives, 1971 (No. 135)	
ILO Convention on Collective Bargaining, 1981 (No. 154)	
ILO Convention on Discrimination (Employment and Occupation), 1958 (No. 111)	
ILO Convention on Social Policy (Basic Aims and Standards), 1962 (No. 117)	Tenants and Sharecroppers Recommendation, 1968 (No. 132)
ILO Convention on Workers with Family Responsibilities, 1981 (No. 156)	
ILO Convention on Vocational Rehabilitation and Employment (Disabled Persons), 1983 (No. 159)	
ILO Convention on Maternity Protection, 2000 (No. 183)	
ILO Convention on Minimum Age, 1973 (No. 138)	Minimum Age Recommendation, 1973 (No. 146)
ILO Convention on the Worst Forms of Child Labour, 1999 (No. 182)	Worst Forms of Child Labour Recommendation, 1999 (No. 190)
ILO Convention on Forced Labour, 1930 (No. 29)	<u>Forced Labour (Supplementary Measures) Recommendation, 2014 (No. 203)</u>
ILO Protocol of 2014 to the Forced Labour Convention, 1930 (No. 29)	
ILO Convention on Plantations, 1958 (No. 110)	
ILO Convention on Holidays with Pay (Revised), 1970 (No. 132)	
ILO Convention on the Forty-Hour Week, 1935 (No. 47)	
ILO Convention on Hours of Work (Industry), 1919 (No. 1)	
ILO Convention on Hours of Work (Commerce and Offices), 1930 (No. 30)	
ILO Convention on Safety and Health in Agriculture, 2001 (No. 184)	<u>Safety and Health in Agriculture Recommendation, 2001 (No. 192)</u>

	ILO Convention on Occupational Cancer, 1974 (No. 139)	<u>Occupational Cancer Recommendation, 1974 (No. 147)</u>
	ILO Convention on Employment Injury Benefits, 1964 (No. 121)	<u>Employment Injury Benefits Recommendation, 1964 (No. 121)</u>
	ILO Convention on Workmen's Compensation (Agriculture), 1921 (No. 12)	
	ILO Convention on Occupational Safety and Health, 1981 (No. 155)	ILO Occupational Safety and Health Recommendation, 1981 (No. 164)
	ILO Convention on Workers' Housing, 1961 (No. 106)	ILO Workers' Housing Recommendation, 1961 (No. 115)
	ILO Convention on Safety in the Use of Chemicals at Work, 1990 (No. 170)	<u>Chemicals Recommendation, 1990 (No. 177)</u>
	ILO Convention on Working Environment (Air Pollution, Noise and Vibration), 1977 (No. 148)	<u>Working Environment (Air Pollution, Noise and Vibration) Recommendation, 1977 (No. 156)</u>
		ILO Declaration of Philadelphia of 1944
Planet	Rio Declaration on Environment and Development (1992) and Agenda 21	
	UN Convention on Biological Diversity, 1992	
	UN Framework Convention on Climate Change (UNFCCC), 1992	
	Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade, 1998	
	Stockholm Convention on Persistent Organic Pollutants (POPs), 2001	

Principle	Criterion	Indicator	Guidance
1	1.1	1.1.1 (C)	<p>Applicable <u>management documents</u> to be made <u>publicly available</u> are, at a minimum:</p> <p>A) Public summary of certification assessment report;</p> <p>B) Land titles/user rights (Reference: Criterion 2.3);</p> <p>C) Occupational health and safety plans (Reference Criterion 6.9);</p> <p>D) Action Plans and <u>Social & Environmental Impact Assessments (SEIAs)</u>, including results of FPIC processes (Reference: Criterion 3.3, 4.3);</p> <p>E) HCV, HCS, and/or HCV-HCS documentation (Reference: Criterion 7.7);</p> <p>F) Pollution prevention and reduction plans (Reference: Criterion 7.2, 7.5, 7.6);</p> <p>G) Details of complaints and grievances (Reference: Criterion 2.5);</p> <p>H) Negotiation procedures (Criterion 4.5);</p> <p>I) Continuous improvement plans, including social programmes to mitigate negative impact or advance <u>livelihoods</u> (Criterion 3.3); and</p> <p>J) Human Rights Policy, including procedures for protecting <u>Human Rights Defenders/whistleblowers</u> (Criterion 2.4).</p> <p><u>Confidential information</u> refers to <u>management documents</u> where <u>public availability</u> or distribution is prevented by legal requirements or confidentiality agreements/concerns. This includes:</p> <p>A) Commercial/financial data (e.g., costs, income, details related to customers);</p> <p>B) Data affecting personal privacy;</p> <p>C) Information where disclosure can result in potential negative environmental/social outcomes, such as sites of <u>RTE</u> species that can increase the risk of hunting or poaching;</p> <p>D) Information regarding sacred sites which a <u>community</u> wishes to maintain as private; and</p> <p>E) Ongoing disputes (within or outside of a legal mechanism) if disclosure can affect potential outcomes for all parties involved. This excludes access of affected <u>stakeholders</u> and those seeking resolution to conflict to relevant information.</p> <p><u>Management documents</u> should be made available in language(s) comprehended by relevant <u>stakeholders</u>.</p>
		1.1.2 (C)	The process(es)/procedure(s) can be incorporated into the UoC's broader policies, processes or procedures or documented separately.
		1.1.3 (C)	<p>The list of relevant <u>stakeholders</u> include contact details and their nominated representatives (if any).</p> <p>Applicable national and local data privacy laws apply to the gathering, storage, usage, distribution, and publication of an identified relevant <u>stakeholder's</u> personal information.</p>
	1.2	1.2.1	<p>The policy is set within the framework of the UN Convention Against Corruption (in particular, Article 12 Private Sector).</p> <p>Important elements to be covered in the policy include: <u>bribery</u>; facilitation payments; guidance and procedure for gifts and hospitality; disclosure of political contributions; guidelines for charitable donations and sponsorships; respect for fair conduct of business; proper disclosure of information in accordance with applicable regulations and accepted industry practices; and compliance with existing anti-corruption legislation.</p> <p>Applies to <u>contractors</u> (Reference: Criterion 2.2); commitment to the policy incorporated into contracts.</p>
		1.2.2	<p>Ethical misconduct include any violation of the UoC's ethical conduct policy, such as:</p> <p>A) Charging fees to <u>workers</u>;</p> <p>B) Recovering cost of recruitment/transportation against <u>workers'</u> wages; and</p> <p>C) Receiving gifts/commissions from labour intermediaries or suppliers.</p> <p>Can be documented separately, or incorporated into the UoC's broader processes or procedures e.g. the UoC's grievance system (Reference: Criterion 2.5).</p>
	1.3	1.3.1	<p>The UoC <u>engages</u> with relevant <u>stakeholders</u> in the development, implementation, and review of any action plans to address identified human rights impacts. The HRDD tool employed aligns with the United Nations Guiding Principles on Business and Human Rights framework on HRDD or the Organisation for Economic Co-operation and Development (OECD) Guidelines for Multinational Enterprises on Responsible Business Conduct.</p> <p>Key steps for any HRDD cover the following steps, at a minimum:</p> <ol style="list-style-type: none"> 1. Assessing actual and potential human rights impacts 2. Integrating and acting upon the findings 3. Tracking responses 4. Communicating how impacts are addressed. <p>The UoC is encouraged to build capacity of its personnel to be able to conduct HRDD assessments instead of relying on third party providers. For those who may wish to avail itself of third party support, they may do so. It is not mandatory for UoCs to engage with third party providers.</p> <p>Relevant personnel involved in the HRDD assessments, action plan development and implementation should received HRDD capacity building and training.</p>

2	2.1	2.1.1 (C)	<p>Implementing all legal requirements is an essential baseline requirement for all growers whatever their location or size. Relevant legal requirements include those governing, but not limited to:</p> <p>A) Land tenure and land use rights; B) Labour practices and policies; C) Agricultural development and operations; D) Environmental management; E) Pollution and pollutants; F) Transportation and processing practices; G) Laws made pursuant to a country's obligations under international laws or conventions; and H) Customary law(s) in countries with provisions to respect such law(s).</p> <p>Annex 2 provides a non-exhaustive list of key international laws and conventions applicable to the production of palm oil.</p>
		2.1.2	<p>The documented system can take the form of physical or virtual filing cabinet of applicable laws, regulations and rules, with elements of how they are interpreted and followed in the running of the UoC's operations.</p> <p>If contradictions and inconsistencies in the system are identified, with solutions suggested to improve the system.</p>
		2.1.3 (C)	<p>Depending on the legal context of a country, with or without National Interpretation, evidence of the legal status of the land includes:</p> <p>A) Land title(s)*; B) Evidence of land use rights; C) Evidence of land tenure; D) Land boundary maps; and E) Business/operating licence(s).</p> <p>*Including legal registration(s) or written authorisation(s) issued from government authority(ies).</p>
	2.2	2.2.1	<p><u>Due diligence</u> process(es) or procedure(s) are in place for selecting and engaging <u>contractors</u>, particularly for <u>private employment/recruitment agencies</u> and labour intermediaries/providers.</p> <p>The list can include relevant information of the <u>contractor</u>, including contact information and scope of work.</p>
		2.2.2	<p>Reference: Indicator 2.1.1 and its guidance for 'applicable and relevant national and local laws/regulations'.</p> <p>Specific focus should be on 'contractors' for FFB supply (suppliers).</p> <p>Ensuring that all contracts involving the UoC's <u>contractors</u> meets all requirements can be done by first ensuring compliance at a pre-contract phase, and then ensuring that the contract itself is compliant:</p> <p>Pre-Contract</p> <ul style="list-style-type: none"> - Identify and determine specific legal, regulatory, and/or certification requirements applicable to the <u>contractor's</u> industry (Reference: Indicator 2.1.1). - Obtain necessary documentation(s) such as business licence(s), tax compliance certificate(s), and industry-specific certification(s). - Conduct <u>due diligence</u>, background checks, and verify authenticity of relevant documentation(s). <p>Contracts</p> <ul style="list-style-type: none"> - Incorporate and ensure specific clauses requiring <u>contractors</u> to maintain legal compliance throughout the contract duration are included. - Clearly state and specify requirement(s) for any ongoing or updated provision of legal compliance evidence or documentation.
		2.2.3	<p>Specific clauses in the contract as aligned with the UoC's relevant policies or procedures, specifically:</p> <p>A) <u>Child labour</u> policy (Criterion 6.5); B) <u>Forced/trafficked labour</u> policy (Criterion 6.8); and C) <u>Recruitment fees (and related costs)</u> (Criterion 6.8).</p> <p><u>Young workers</u> can only be contracted for employment if the contractual agreement contains clauses for their protection, including type of work, hours worked, and continued access to education (Reference: Criterion 6.5).</p>
	2.3	2.3.1 (C)	<p>Directly sourced FFB' refers to FFB obtained from the UoC's own managed supply bases or bought directly from <u>scheme smallholders</u>, <u>independent smallholders</u>, or <u>outgrowers</u>.</p> <p>The 'legal business licence' can include a valid planting, operating, or trading licence(s) of <u>suppliers</u> of directly sourced FFB, or proof that the supplier is part of a cooperative which allows the direct buying and selling of FFB. Depending on the country, the national or sub-national equivalent of a 'legal business licence' can be used as evidence.</p>

	2.3.2 (C)	<p>Indirectly sourced FFB' refers to FFB that is not bought directly from <u>suppliers</u>, but bought through intermediates such as collection centres and FFB distribution agents/<u>traders</u>.</p> <p>The 'legal business licence' can include a valid planting, operating, or trading licence(s) of suppliers of indirectly sourced FFB, or proof that the supplier is part of a cooperative which allows the direct/indirect buying and selling of FFB. Depending on the country, the national or sub-national equivalent of a 'legal business licence' can be used as evidence.</p> <p>Progress towards full traceability and legality can be evidenced by maintaining a annual list of FFB indirect suppliers <u>engaged</u>, including any changes from the previous period. Progress towards full traceability and legality of indirectly sourced FFB through engagement is expected over the UoC's certification cycle; in situations where progress is not shown or has stalled, justification must be provided.</p>
2.4	2.4.1 (C)	<p>The UoC may develop the respect for human rights policy(ies) as standalone (termed or named as appropriate), or incorporated into the UoC's broader policies.</p> <p>The policy should include the prohibition of the following <u>negative actions</u> against affected <u>stakeholders</u> (including <u>Human Rights Defenders</u>, complainants, <u>whistleblowers</u>, and/or <u>community</u> spokespersons who lodge complaints against the UoC):</p> <p>A) Retaliation; B) <u>Intimidation, harassment, and threats</u>; C) <u>Violence</u> (physical, <u>sexual</u>, or gender-based) and torture; D) <u>Exploitation</u>; E) <u>Discrimination</u> (access to employment, education and training); and F) Detention, disappearance, and killing.</p> <p>The policy applies to the UoC's business <u>operations</u> and conduct, including <u>contractors</u> (particularly <u>contractors</u> providing security services to the UoC, such as private military and private security companies).</p>
	2.4.2	<p>The policy applies to the UoC's <u>contractors</u>, but in particular to <u>contractors</u> that provided security services to the UoC, such as private military and private security companies.</p> <p>Mechanism(s) are in place to report alleged violations of the policy to the UoC's grievance system and remediation procedures (Reference: Criterion 2.5).</p>
	2.5.1 (C)	<p>The grievance system (or other name as deemed appropriate) is developed taking into consideration feedback and consultation from relevant <u>stakeholders</u>, especially <u>workers</u> and <u>affected communities</u>.</p> <p>Fair and transparent mechanisms to address complaints and grievances are in place, such as Joint Consultative Committees (JCC) with gender representation and <u>migrant worker</u> representation (where relevant).</p> <p>Further reference: Article 31 of the 2001 UN Guiding Principles on Business and Human Rights: Implementing the UN 'Protect, Respect and Remedy' Framework.</p>
	2.5.2	<p>Specific process(es) or procedure(s) to handle cases of <u>sexual harassment</u> or involving <u>children</u> are in place. Where possible, nominated personnel in the UoC responsible for receiving, responding, addressing, and resolving such grievance case(s) are trained to handle allegations of such sensitive nature.</p> <p>Complainants are not prevented from seeking independent legal technical advice and external sources of information.</p>
	2.5.3 (C)	<p>The following information* is reported to RSPO via the RSPO Information System as part of the UoC's audit reports (previously incorporated into the Metrics Template; Reference: Indicator 3.2.2 in P&C 2018):</p> <p>A) Number of new grievance(s) raised; B) Number of grievance(s) resolved /closed; and C) Number of unresolved/active grievance(s).</p> <p><i>*Reported in an identical 12-month period for A, B, and C</i></p> <p>If a resolution cannot be mutually agreed within the UoC's grievance system, such grievances can be brought to the attention of the RSPO through the RSPO's Complaints System.</p>

3	3.1	3.1.1 (C)	<p>The recommended duration of the business management plan is 3 years. Content of the plan may vary for <u>growers</u>, <u>medium growers</u> and <u>scheme smallholders</u>.</p> <p>The plan focuses on factors* within direct control of the UoC, such as:</p> <ul style="list-style-type: none"> A) Quality of available planting materials; B) <u>Replanting</u> programme cycles in the UoC, historical and planned (Reference: Indicator 3.1.2); C) FFB crop <u>yield</u> trends, historical and projected; D) <u>Oil Extraction Rate (OER)</u> trends at the UoC's mill(s), historical and projected; E) Cost of production, historical and projected (e.g. cost per MT of crude palm oil produced); F) Crude palm oil prices, historical and projected (based on relevant global or local benchmarks); and/or G) Relevant financial indicators of the UoC. <p>*Suggested reference for historical trends is a calculated 3-year running average (mean) over the previous 10 years. For FFB crop <u>yield</u>, trends will require adjustment for any lower crop <u>yields</u> during major <u>replanting</u> programmes.</p> <p>Where applicable, consideration for <u>smallholders</u> inclusion should be inherent in the UoC's business management planning (Reference: Principle 5). For smallholder schemes, the scheme management is expected to provide their members with information on significant improvements.</p>
		3.1.2	<p>The plan projects replanting for at least five (5) years, and adjusted annually based on actual replanting activities.</p> <p>For existing <u>plantations</u> on <u>peat</u>, a longer projection time frame is required due to additional requirements for assessment (Reference: Criterion 7.4).</p>
		3.1.3	<p>Aspects assessed during annual review of the plan include:</p> <ul style="list-style-type: none"> A) Results and insights of internal audits, including any opportunities for improvement; B) Status of implemented preventive and corrective actions; C) Process performance and product conformity; D) Customer feedback; E) Follow-up actions from prior <u>management reviews</u>; F) Changes that could affect the UoC's management system; and G) Recommendations for improvement.
	3.2	3.2.1 (C)	<p>The <u>SOPs</u>, or equivalent documented procedures, also cover relevant RSPO Supply Chain Requirements for Mills (Reference: Criteria 3.5) and account for <u>scheme smallholders</u> (where applicable).</p> <p>When engaging with third party <u>suppliers</u> of FFB on traceability and legality (Reference: Criteria 2.3), the UoC supplements <u>engagement</u> by distributing relevant information on Good Agricultural Practices (GAP) or Best Management Practices (BMPs)</p>
		3.2.2	<p>For continuous improvement in production operations, action plan(s) are incorporated in the <u>SOPs</u> to:</p> <ul style="list-style-type: none"> A) Optimise yield supply base(s); B) Reduce pesticide usage (Reference: Criteria 7.1); C) Mitigate environmental impacts (Reference: Principle 7); D) Reduce waste (Reference: Criteria 7.2); E) Reduce pollution and greenhouse gas (GHG) emissions (Reference: Criteria 7.6); F) Mitigate negative impacts on communities, workers and smallholders (Reference: Principle 4, 5, 6); and G) Integrated management of HCVs and HCS forests, peatlands and other conservation areas (Reference: Criteria 7.4, 7.7).
	3.3	3.3.1 (C)	<p>An <u>SEIA</u> involves assessment of all major planned oil palm <u>development</u> activities (e.g., land clearing, planting, replanting, milling, transportation, operations, and other infrastructure activities) for potential negative impacts on:</p> <ul style="list-style-type: none"> A) <u>High Conservation Values</u> (HCVs), <u>High Carbon Stock</u> (HCS) forests, biodiversity, and <u>RTE</u> species (within and beyond the UoC's concession boundaries); B) Adjacent or nearby natural ecosystems, including potential increased environmental pressure; C) <u>Watercourses</u>, wetlands, and hydrology/land subsidence (including quantity, quality, and access to <u>water security</u>/land resources); D) Soil health and integrity, in particular erosion, degradation, subsidence, and/or flooding based on baseline soil surveys and topographic information; E) Land profile (e.g. forest, degraded forest, cleared land); F) Land ownership, user rights, and current land use patterns by <u>communities</u> or on social amenities; G) Employment or employment opportunities (including changing employment terms); H) Social aspects (based on cost-benefit analysis); I) Impact on <u>affected communities</u>, particularly on <u>livelihood</u>, differential gender effects, ethnic groups, and migrants; J) Increased risk of human rights violations; K) Food security, including rights to adequate food for <u>affected communities</u>; and L) GHG emission and air quality.

	3.3.2 (C)	<p>Management & monitoring plans are intended to address potential negative impacts of development, with mechanisms developed for mitigation such as:</p> <p>A) Social programmes avoiding or mitigating adverse social impact including human rights;</p> <p>B) Social programmes advancing <u>community livelihoods</u> and gender equality;</p> <p>C) Partnership programmes for <u>independent smallholders</u> (Criterion 5.2);</p> <p>D) Education and health programmes in the <u>communities</u>; and</p> <p>E) Management plans addressing specific environmental aspects e.g., water (Criterion 7.5), soil integrity/erosion risk (Criterion 7.3)</p> <p>During development of the plans, affected stakeholders are able to freely express their views (individually, through their own representative institutions, or through freely-chosen spokespersons) during the identification of potential negative impacts, review of assessment findings, development of plans for mitigation, and monitoring progress/efficacy of implementation.</p>
	3.3.3 (C)	For <u>scheme smallholders</u> directly managed by the Unit of Certification, the UoC undertakes an impact assessment which can be incorporated into its management & monitoring plans or as a standalone plan that will be implemented with the <u>scheme smallholders</u> in accordance with the results of the assessment.
3.4	3.4.1	<p>Current and potential FFB <u>yield</u> and productivity can be estimated and projected based on historical trends in:</p> <p>A) FFB crop <u>yield</u>; and</p> <p>B) <u>Oil Extraction Rate (OER)</u> at the UoC's mill(s); in order to calculate</p> <p>C) Productivity (crude palm oil production in MT per hectare of production area.</p> <p>Analysis of historical trends is intended to identify areas of improvement and/or gaps that hinder reaching the expected potential yield and productivity, for incorporation into the business management plan (Reference: Criteria 3.1)</p>
	3.4.2	<p>Plant nutrient level' refers to the comparison of the nutrients absorbed to the nutrient requirement to support plant growth and production.</p> <p>'Soil fertility' refers to the availability of macro-nutrients and trace elements in the soil for supporting plant growth and production.</p> <p>Long-term fertility depends on maintaining the structure, organic matter content, nutrient status and microbiological health of the soil. Nutrient efficiency should take account of the age of plantations and soil conditions. The UoC's nutrient recycling plan (Reference: Indicator 7.2.2) is encouraged to consider any use of biomass for by-products or energy production to promote circularity while also minimising use of inorganic fertiliser.</p>
	3.4.3	National standards or nationally/internationally recommended best practices serve as guidelines for the development of GAPs, as appropriate to the UoC's operations, scale and geography. RSPO has developed a library of Best Management Practices (BMPs) for specific topics that serve as a reference for the UoC in developing its GAPs.
3.5	3.5.1 (C)	<p>RSPO certified crude palm oil and palm kernel is known as Certified Sustainable Palm Oil (CSPO) and Certified Sustainable Palm Kernel (CSPK).</p> <p>Indicator 3.5.1 does not apply to <u>Initial Certification</u> audits. Indicator 3.6.1 is partially applicable to <u>Annual Surveillance Audit 1</u> (ASA 1), due to an incomplete 12-month period. For all audits after ASA 1, Indicator 3.6.1 applies in full.</p> <p>For UoC's with integrated RSPO certified palm kernel crusher plants, actual annual production of Certified Sustainable Palm Kernel Oil (CSPKO) and Certified Sustainable Palm Kernel Expeller (CSPKE) processed from CSPK produced by the UoC's mills does not apply to Indicator 3.6.1. Certification of palm kernel crusher plants falls under the scope of the RSPO Supply Chain Certification (SCC) standard.</p>
	3.5.2 (C)	<p>Kernel Extraction Rate (KER) is the palm kernel equivalent of OER.</p> <p>Indicator 3.5.2 applies to all audits, from <u>Initial Certification</u>, <u>Annual Surveillance Audit 1</u>, and beyond.</p>
	3.5.3 (C)	<p>The documented procedures includes:</p> <p>A) Complete and up-to-date records and reports that demonstrate compliance with the supply chain model requirements (including training records);</p> <p>B) Identification of the role of the person(s) having overall responsibility for and authority over the implementation of and compliance with the supply chain model requirements. The person(s) shall be able to demonstrate awareness the UoC's procedures to implement the requirements; and</p> <p>C) Operations for handling, receiving, and processing RSPO certified and non-certified FFB, particularly procedures to ensure no contamination of non-certified FFB in IP mills.</p> <p>Special attention is required for UoC's that are dual-certified as IP/MB, with documented procedures for separate IP and MB production lines.</p>
	3.5.4 (C)	<p>Any non-conformities identified and raised by the internal audit require corrective action(s). Outcomes of the internal audits and all corrective actions taken to address non-conformities is subject to <u>management review</u> (Reference Criteria 3.1).</p> <p>Internal audit records and reports of the UoC's mill(s) are to be maintained and made available at the point of RSPO audits.</p>
	3.5.5 (C)	

3.5.6 (C)	<p>The information on Sales and Good Out includes, at a minimum:</p> <p>A) Name and address of the buyer; B) Name and address of the seller; C) Loading or shipment/delivery date; D) Date of document issuance; E) RSPO certificate number; F) Description of the certified oil palm product, including the applicable supply chain model (<u>Identity Preserved</u> or <u>Mass Balance</u>, or the appropriate approved abbreviations); G) Quantity of the products delivered; H) Available related transport documentation; and I) A unique identification number.</p> <p>The required information can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (e.g., delivery notes, shipping documents, or specification documentation).</p>
3.5.7 (C)	<p>For any outsourcing activities by independent third parties, the Unit of Certification is responsible to ensure that:</p> <p>A) The UoC's mill(s) has legal ownership of all input material to be included in outsourced processes; B) The UoC's mill(s) has an agreement or contract covering the outsourced process with each independent third party contractor through a signed and enforceable agreement. The UoC's mill(s) is responsible for ensuring that the Certification Body (CB) has access to the contractor or operation if an audit is deemed necessary; C) The UoC's mill(s) has a documented control system with explicit procedures for the outsourced process that is communicated to the relevant contractor; and D) When announced in advance, the UoC's mill(s) ensure (e.g. through contractual arrangements) that independent third parties engaged are able to provide relevant access for duly accredited CB to their respective operations, systems, and all relevant information necessary for demonstrating compliance.</p>
3.5.8 (C)	<p>Details of contractors include, at a minimum:</p> <p>A) Name(s); and B) Contact details.</p>
3.5.9 (C)	<p>The recommended retention time for all records and reports is a minimum of two (2) years. Records/reports comply with relevant legal and regulatory requirements, and is able to confirm the certified status of raw materials or products held in stock.</p> <p>For the <u>Identity Preserved</u> supply chain module, the mill records and balance all receipts of certified FFB with deliveries of RSPO CSPO/CSPK on a real-time basis.</p> <p>For <u>Mass Balance</u> Module, the mill:</p> <p>A) Records and balances all receipts of certified FFB and deliveries of CSPO/CSPK on a real-time basis or a quarterly basis; B) Ensures that all volumes of CSPO and CSPK delivered are deducted from the material accounting system in the RSPO Information System according to conversion ratios stated by RSPO; and C) Only delivers <u>Mass Balance</u> volumes from a 'positive stock' position.</p> <p>'Positive stock' positions can include MB CSPO/CSPK ordered for delivery within three (3) months. The UoC's mill(s) is also allowed to practice short-shelling (i.e., CSPO/CSPK sold before it is in stock).</p>
3.5.10 (C)	<p>The Identity Preserved supply chain module covers both IP-certified and the IP line of dual IP/MB-certified UoCs. Separation of certified and non-certified oil palm products is expected to be achieved across all related processes and operations, including during transport and storage.</p>
3.5.11 (C)	<p>The registration/reporting requirements for mills are:</p> <p>A) Shipping Announcement(s), that are carried out by the UoC's mill(s) when RSPO certified oil palm products are sold as RSPO certified to refineries, kernel crushers, and/or traders not more than three months after dispatch*; and B) RSPO certified oil palm product volumes sold under other certification scheme(s) or as conventional, are removed in the RSPO Information System. This also applies in the case of underproduction at the UoC's mill(s).</p> <p>*'After dispatch' is defined as the date of the Bill of Landing or the dispatch documentation date.</p>
3.5.12 (C)	

4	4.1	4.1.1 (C)	<p>The UoC must develop a <u>conflict/dispute resolution process</u> to address and resolve issues. The process is established through open and consensual agreements with relevant affected parties. Gender representation is considered to ensure women's perspectives and <u>rights</u> are considered during the resolution process.</p> <p>The <u>conflict/dispute resolution process</u> can be developed and implemented as a separate system, or incorporated into the UoC's internal grievance system (Reference: Criterion 2.5). The process must be accessible by the <u>communities</u> (and their representatives, if any) themselves, or may initiated by the UoC in cases where communities do not wish to lodge grievances themselves. Those who have been dispossessed or forced to abandon their customary lands or other user rights, as well as nomadic communities, also have the right to access to the UoC's conflict/dispute resolution process.</p> <p>The process can be considered as both a relationship-building and risk-management tool, intended to diffuse, resolve, and remediate any disagreements, confrontations, and tensions between the UoC and <u>indigenous peoples</u>, <u>affected communities</u>, and/or other users (individuals/groups) in a practical and constructive manner.</p> <p>In the event, no resolution can be achieved and parties have exhausted all means available at the UoC, conflicts or disputes can be brought to the attention of the RSPO's Complaints System.</p>
		4.1.2	The UoC can facilitate provision of access to independent legal and non-legal support and expertise for <u>communities</u> , if requested. However, this should be mindful of perceptions of conflict of interest, hence being able to link communities to independent sources of advisory, such as NGOs or the RSPO is important.
		4.1.3	There are several ways to show evidence of compliance to this indicator, in the form of physical, documents, oral, and/or analysis. Documents can include includes photos and/or video recordings. Auditors may use any of these ways to verify that the indicator has been met.
		4.1.4	<p>Records of lodged conflict(s) are logged, documented and kept up-to-date. Information in the records include the status, resolution, and outcome of the conflict resolution.</p> <p>Parties to the conflict are informed of the progress of the lodged conflict or dispute as part of the process, including representatives of <u>affected communities</u> (if any). This includes any steps or actions taken by the UoC. For unresolved conflicts, the UoC may include information on reasons hindering potential resolution of the conflict and steps to be taken towards conclusion.</p>
	4.2	4.2.1	<p>Consultations conducted with local <u>affected communities</u> are intended to focus on the identification of the community's needs, and the alignment of such needs to the UoC's proposed contributions.</p> <p>The UoC's contributions are based on the results of such consultations, with consideration for the different needs of men, women, and minority/<u>vulnerable groups</u>, and should have economic, social, and/or environmental benefits. Some examples of contributions to local sustainable development: poverty reduction; access to health and wellbeing; access to quality education; access to clean water and sanitation; conservation or <u>restoration</u> of natural resources; gender equality programmes and support, or enhanced food and <u>water security</u> for the <u>communities</u>.</p> <p>The UoC, as an oil palm company, will necessarily have limitations regarding the projects requested. Thus, parties to the discussion are encouraged to try their best to reach a realistic and amicable decision on the UoC's contributions. The UoC may also seek partnerships with non-governmental organisations (NGOs) and civil society organisations (CSOs) to identify key environmental and/or social issues prevalent in the community to develop and implement solutions to address them.</p>
	4.3	4.3.1 (C)	<p>The indicators under Criteria 4.3 apply to current <u>operations</u> of the UoC, but there are exceptions for long-established <u>plantations</u> which may not have records dating back to the time of the decision making, in particular for compliance with Indicators 4.3.2 and 4.3.3. In these cases, other types of evidence may be considered as sufficient. The absence of conflict may support the presumption that consent was obtained prior to <u>operations</u>.</p> <p>The FPIC process aims to ensure that consent has been obtained from legal, customary land owners and user rights. It should not be used as a tool to reopen old negotiated agreements between the UoC and customary/user rights owners unless there is demonstrable evidence of abuse of process.</p> <p>Where there are legal or customary rights over land, the Unit of Certification should demonstrate that these rights are understood and are not being threatened or reduced.</p> <p>This Criterion should be considered in conjunction with Criterion 4.4, 4.5 and 4.6. Where customary rights areas are unclear, the UoC should conduct a <u>participatory mapping exercise</u> together with affected parties including <u>neighbouring communities</u> and local authorities.</p>
		4.3.2	<p>Documentation of discussions and consultations are recorded, including copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process.</p> <p>Criterion 4.3 allows negotiated agreements to compensate <u>affected communities</u> and other users for lost benefits and/ or relinquished rights. Negotiated agreements should be non-coercive and entered into voluntarily, carried out prior to new investments or <u>operations</u>, and based on an open sharing of all relevant information. The representation of <u>communities</u> should be transparent and in open communication with other community members.</p>

4.3.3 (C)	<p><u>Participatory mapping</u> also known as ‘community mapping’, is based on the premise that <u>communities</u> have knowledge of their customary tenure and surrounding environments, which can be expressed in simple maps. It allows <u>communities</u> to bring their local knowledge and perspectives to the attention of authorities and the UoC.</p> <p>Once the UoC has identified all the relevant <u>stakeholders</u> (<u>indigenous peoples</u>, <u>local communities</u>, and other users) involved, they should collaborate in the mapping process to identify features <u>communities</u> perceive as important such as customary land boundaries, how they use the <u>forest</u>, sacred areas, and so on. This is to ensure that future negotiations are based on a clear understanding of the various rights involved. The UoC should ensure that the community includes their elders who know the local history and culture. Both men and women should also be included since they use the land differently.</p> <p>It is important to include all <u>communities</u> if the land in question is used by several <u>communities</u>. This will help avoid conflicts where neighbours might dispute boundaries. The participatory mapping includes neighbouring communities, where applicable. Mapping of disputed area(s) shall be conducted with engagement, consultation, and participation of <u>affected communities</u>.</p> <p>Technology such as the Global Positioning System (GPS) and Geographic Information System Software (GIS) have made these processes easier and feasible.</p>
4.3.4	
4.3.5 (C)	<p><u>Affected communities</u> are informed at the beginning that they may choose to represent themselves or through expert and third parties during the negotiations with the UoC on land use.</p> <p>Examples of experts include individuals/organisations that well versed in social, cultural, economic, political, historical, land tenure and <u>livelihoods</u> aspects of <u>communities</u> and are equipped with a wide range of skills (for instance, a land expert, a social anthropologist, an economist, or a local person who speaks the local language). The primary role of experts would be to provide <u>indigenous peoples</u>, <u>local communities</u>, and other users with relevant information so that they will be able to make an independent and informed decision on matters related to their land rights.</p> <p>Examples of third parties include lawyers, NGOs and religious bodies, to help with assessments, contracts and technical parts of the negotiation process. The community may choose to invite them to assist in their decision-making process. The primary role of third parties would be to assist <u>indigenous peoples</u>, <u>local communities</u>, and other users on representation, to allow for a more informed and independent voice, during communication with the UoC, and to ensure that negotiations are carried out fairly. The roles of third parties may differ, depending on the nature and function of the third party, and the purpose of the communication or negotiation.</p> <p>Anyone who offers advice or helps the <u>local community</u> in the decision-making process must be independent of the UoC involved to eliminate any bias and avoid a conflict of interest.</p>
4.3.6	<p>The FPIC process does not end with the signing of a negotiated agreement between the UoC and the <u>affected communities</u>. Once the agreement has been signed by all relevant parties, it must be monitored annually to ensure effective FPIC implementation.</p> <p>A participatory monitoring procedure that involves representatives from both the UoC and the community ensures validation of results against commitments and allows for adjustments as development activities progress. More reliable monitoring results can be found through community monitoring (including community-selected indicators) because of <u>indigenous peoples</u>’ knowledge and use of the land, water and natural resources.</p> <p>Where negotiated agreement(s) contain terms requiring non-compensation related <u>remediation</u>, the UoC shall demonstrate evidence that <u>affected communities</u> are consulted annually through the implementation review. Monitoring and follow-up process(es) should be in place, consulted, reviewed, and agreed with the identified <u>communities</u>.</p> <p>Results of any consultation(s) with <u>affected communities</u> on implementation of negotiated agreement(s) shall be documented. In cases where the UoC does not take into account results of such consultations in implementation, the UoC is expected to document and justify its reasons for rejecting the input.</p>
4.4	<p>4.4.1 (C) It is important to note that documents of land ownership for <u>indigenous peoples</u> are not always on paper, and customary or user rights often times are not recorded in documents. The RSPO recognises rights of <u>indigenous peoples</u> and <u>tribal peoples</u> over their lands. It is encouraged that other forms of ownership are given due recognition. Emphasis on evidence of land title as the only proof of rights over land should be avoided. Taking into account the disadvantages faced by <u>indigenous peoples</u> in proving their land-holding, the following considerations apply:</p> <p>A) Legal registration of land may not be the only available evidence of <u>rights</u>. There may be official documentary evidence, but these may relate to legal or tribunal action, or registration of births, death, and marriage. Evidence could also be in the form of recognition by the town head or village head.</p> <p>B) There should always be verification with <u>communities</u> on whether they have been adequately consulted and given their consent; and</p> <p>C) Indigenous rights to land may not look similar to what land-holding looks like in the conventional system, owing to the specific traits of some <u>indigenous communities</u>.</p> <p>In confirming the land rights of <u>indigenous communities</u>, evidence may be available from elders or from the land itself. For example, the <u>community</u> may have ancestral burial plots or made changes to the land to cater to their daily lives, such as traditional canals and drainages for agriculture or clusters of crops, or sites to traditionally process foods or for animal slaughter. A site visit as facilitated by the <u>indigenous peoples</u> themselves may be important to understand this.</p>

4.4.2 (C)	<p>The FPIC process(es)/procedure(s) should be integrated with the UoC's Social and Environmental Impact Assessment (SEIA) (Reference: Criterion 3.3). Where new plantings are considered to be acceptable after an FPIC process resulting in a negotiated agreement, the UoC's management & monitoring plan and its implementation (Criterion 3.3) incorporates the deliverables of the negotiated agreements, including maintenance of sacred sites (if any).</p> <p>The FPIC process should fully respect the legal and customary rights of local communities to their territories, lands, and resources. FPIC is obtained through local communities' own representative institutions, such as community leaders, traditional authorities, or elected representatives. The community representatives are recognised and accepted by the communities involved.</p> <p>Any agreements between the UoC and indigenous peoples, local communities, and/or other stakeholders should be made without coercion or other undue influence. Relevant stakeholders include those affected by, or concerned, with the new plantings. Customary and user rights are demonstrated through participatory mapping as part of FPIC.</p> <p>The UoC should not restrict access to markets for local communities through its operations.</p>
4.4.3	Neither party is obliged to agree to anything they do not want to. <u>Communities</u> have the right to say “no” to the proposed development at any time. This also means that the UoC is not compelled to meet community demands.
4.4.4	<p>Within the FPIC process(es)/procedure(s), mechanisms to balance potential negative impacts on food and <u>water security</u> for <u>local communities</u> should be discussed and agreed between the UoC and the <u>local communities</u>. In cases where the availability, access, quality, and stability of food and water mechanisms are negatively affected by the planned <u>operations</u>, mitigation and relief measures should be agreed. The UoC should also assess water catchments in order to identify key water risks or shared challenges. Where applicable, for <u>communities</u> resettled in accordance with FPIC, the UoC should monitor food and <u>water security</u> through continuous dialogue with the <u>affected communities</u>.</p> <p>Local peoples' knowledge of food and water systems is integrated into the <u>SEIA</u> through <u>participatory mapping</u> and land-use planning processes. Local food production practices, water management strategies, and community needs are considered when developing plans for land allocation and use.</p>
4.4.5	<p>Sufficient time and planning is required and should be put in place for any FPIC process. This is to ensure that complete information is being shared with <u>communities</u> to inform their decision making, reasonable time is provided to digest this information and also to consult internally as a community in order to arrive at a collective decision through their own decision-making mechanisms.</p> <p>The UoC can facilitate provision of access to independent legal and non-legal support and expertise for communities, if requested. This should be mindful of perceptions of conflict of interest, hence being able to link <u>communities</u> to independent sources of advisory, such as NGOs or the RSPO is important.</p> <p>The UoC should work closely with bodies and organisations to help ensure that <u>communities</u> are independently informed of their rights and entitlements and have access to legal counsel and technical advice.</p>
4.4.6	<p>Consent has been obtained, without any coercion, intimidation or manipulation. <u>Communities</u> are free to raise any negative or positive issues relating to the <u>development</u>.</p> <p>At each stage in the process, the UoC must consider whether anything is happening that may undermine <u>communities'</u> collective, self-determined and autonomous control and decision-making. It may be necessary to conduct <u>due diligence</u> to ensure that the UoC is not unfairly benefiting from an unequal bargaining position, and what can be done to prevent this.</p> <p>Throughout the FPIC process, the use of manipulation, coercion or intimidation is avoided. Examples include: A) Manipulation: offers of <u>bribes</u>, gifts, inducements, incentives, or other unregulated or questionable patronage to community leaders or individuals to relinquish land without the wider <u>communities'</u> knowledge or agreement. B) Coercion: use of government or private security forces to pressure <u>communities</u> into relinquishing their lands. C) Intimidation: in some situations, <u>communities</u> may feel intimidated by the very presence of government agencies in meetings.</p> <p>Prior consent means undertaking the consultation process sufficiently in advance of the proposed project to allow the community to reach a decision in a timely manner using their customary decision-making process.</p>
4.4.7	
4.4.8 (C)	<u>Voluntary isolation</u> refers to 'peoples, or parts of them, who significantly limit their relationships with people foreign to their collectivities.' Source: Beatriz Huertas Castillo, Respect for the Self-Determination and Protection of Indigenous Peoples in Isolation, 2020, published by the IWGIA.
4.5.1 (C)	Where there is a conflict on the condition of land use as per land title, the Unit of Certification should show evidence that necessary action has been taken to resolve the conflict with relevant parties.
4.5.2 (C)	
4.5.3	Men and women are able to hold land titles.

5		4.5.4	Documented systems for compensation within the negotiated agreement should include process(es)/procedure(s) for: A) Identification of: - Legal, customary or user rights; and - People entitled to compensation of rights ; B) Calculation and distribution of fair and gender-equal compensation (monetary or otherwise), including corrective action as a result of the evaluation; and C) Provision of equal opportunities to both men and women to hold land titles for small holdings
	4.6	4.6.1 (C)	Compensation refers to appropriate and proportional award and/or payment (monetary or non-monetary) in recognition of loss and assessable damages. Examples (non-exhaustive) include: A) Monetary – payment for use of lands and/or losses of <u>livelihood</u> and/or income to the individuals entitled (e.g. the collective <u>community</u> rather than specific individuals for a collective grievance) B) Non-monetary - options such as land excision, land swaps, assistance with land titling, changed terms of land rental or lease, allocation of smallholdings, co-management, community shareholdings, community development, and compensation through the provision of services, infrastructures or other assistance.
		4.6.2 (C)	There should not be gender preference in the distribution of any compensation, unless subject to customary laws and/or traditions. In the absence of any customary laws and/or traditions on the entitlement of different genders to compensation or land-holdings, there should not be no discrimination or gender exclusion.
		4.6.3	Relevant non-monetary compensation or opportunities may include negotiated benefit-sharing agreements, joint venture agreements, legal representation on management boards, restrictions on prior land use, co-management arrangements, smallholder contracts, rental and leasehold arrangements, royalty payments, and the implications of land acquisition and permits for community land tenure, use and access rights.
	4.7	4.7.1	Where there is a conflict on the condition of land use as per land title, the Unit of Certification is expected to evidence that necessary action has been taken to resolve the conflict with relevant parties.
		4.7.2 (C)	Conflicts can lead to displacement of communities, labour shortage, problems in accessing credit and land, and casualties. Smallholders exposed to conflicts are also at risk and are sometimes forced to change land use patterns and crop portfolios, reallocate their labour structure, or destroy their physical assets to protect productivity. Conflicts not only impact the UoC and the surrounding <u>communities</u> , but also the entire <u>supply chain</u> .
		4.7.3	
		4.7.4	
	5.1	5.1.1 (C)	Process(es)/procedure(s) for fair and transparent conduct with all <u>smallholders</u> can be developed as part of a smallholder inclusion/support policy, or incorporated into a broader overall smallholder policy (named as appropriate). Coverage includes both <u>scheme</u> and <u>independent smallholders</u> , or other forms of oil palm smallholdings depending on the national context. Fair Pricing - In countries or regions where FFB prices are regulated by governments, authorities, or equivalent endorsed initiatives, fair pricing is expected to be equal to or above established prices. In countries or regions where FFB prices are unregulated, establishing fair pricing includes consideration of: A) Level of costs incurred by the smallholders (e.g., fertiliser, seeds, pesticides, transportation/fuel, labour, land preparation/use permits/ownership fees); and B) Situations of unexpected/unpredictable operational, environmental, or climate-related risks (e.g., extreme weather, climate change effects, human/agricultural disease or pest outbreaks and epidemics). Fair pricing also applies in situations where the UoC functions as the <u>group manager</u> for <u>scheme</u> or <u>independent smallholder</u> groups certified under P&C group certification or separately under the ISH Standard.
		5.1.2 (C)	The contractual agreement(s) and subsequent transactions with <u>smallholders</u> under the agreement takes into account known issues or complexities, such as the role of intermediates, transport and storage of FFB, as well as quality and grading of FFB. Where possible, engagement by the UoC with intermediates, especially third-party collection centres and FFB distribution agents/traders, can improve and ensure fair and transparent conduct across its supply base(s) and network of <u>smallholders</u> .
		5.1.3 (C)	Smallholders have the right and be provided with the means to access to the UoC's Grievance System on issues regarding a contractual agreement (particularly fair pricing for FFB), whether or not middlemen are involved (Reference: Criterion 2.5).
		5.1.4 (C)	While both <u>scheme</u> and <u>independent smallholders</u> are included in the scope of Indicator 5.1.4, preference should be prioritise on sourcing physical certified FFB from RSPO certified <u>independent smallholders</u> , where possible.
	5.2	5.2.1	The smallholder support plan can be developed as part of a smallholder support/inclusion policy or incorporated into a broader overall smallholder policy (named as appropriate). Trainings should emphasise Good Agricultural Practices (GAP) obliged by: A) National regulations; B) Industrial GAP for oil palm cultivation; and/or C) Relevant sustainable agricultural practices mandated by RSPO standards or recommended by RSPO Best Management Practices (BMPs). Specific trainings crucial to support RSPO certification include topics such as health and safety, Free Prior and Informed Consent (FPIC), and conservation/management of <u>High Conservation Values</u> .

6	6.1	5.2.2	<p>The smallholder support plan beyond interested <u>smallholders</u> to include other intermediates associated with the UoC's supply base, such as third-party collection centres, FFB distribution agents/traders, FFB cooperatives, or representative organisations.</p> <p>Additional support for interested smallholders can include collaboratively identifying areas where sustainable agricultural practices have a high potential to increase smallholder FFB productivity, in balance with environmental and social impacts.</p>
		5.2.3	<p>Potential opportunities/initiatives for <u>smallholder livelihood</u> improvement include:</p> <p>A) Quality and process controls; B) Access to high-yielding oil palm seeds and/or seedlings; C) Organisational, managerial, and/or financial competency; D) Support for RSPO standards and procedures, including certification under RSPO ISH Standard; and E) Support for other RSPO smallholder initiatives, such as the RSPO Smallholder Training Academy.</p> <p><u>Publicly available</u> annual progress reports of the UoC's smallholder inclusion/support policy and plans, and other smallholder initiatives by the UoC, is encouraged. In such reports, a specific focus is on inclusion and support mechanisms provided to interested smallholders within the UoC's supply base, particularly if the additional opportunities and initiatives exceed the requirements of Criterion 5.1. Positive impacts are emphasised, challenges are highlighted, and solutions publicised for the benefit of other RSPO UoCs with smallholders in their supply bases.</p>
		6.1.1 (C)	<p>Non-discriminatory practices are applied to all <u>workers</u>, regardless of contractual status.</p> <p>During the recruitment process, due consideration should be given to the need of medical examinations and their relevance to the <u>workers</u> in relation to the job for which they are considered. Medical examinations should serve prevention and protection purposes which include the protection and promotion of <u>workers'</u> health, protection of access to work, entitlement to compensation, health insurance benefits, and social protection. Medical examinations should not be used in a discriminatory way.</p> <p>Any distinction, exclusions, or preference in respect to a particular job based on the inherent requirements thereof should not be deemed to be <u>discrimination</u>.</p>
		6.1.2 (C)	<p>Equal opportunities principle apply to recruitment, hiring, work scope, pay and benefits facilities, work equipment, opportunities, and resources to improve themselves through training and capacity development programmes. Examples include:</p> <p>Recruitment and Hiring Practices: A) Job opportunity/vacancy advertisements without any discriminatory language/remarks. B) Fair and unbiased selection criteria during the hiring process such as explicit criteria for evaluating candidates, such as education, relevant experience, skills, and abilities. These criteria should be directly related to the requirements of the job and applied consistently to all applicants.</p> <p>Promotion and Advancement: A) Documented promotion decisions based on merit and performance evaluations. B) Career advancement opportunities available to all <u>workers</u>.</p> <p>Training and Development: A) Demonstrable equal access to training programs for all <u>workers</u>. B) Documented participation in training and development initiatives across to all <u>workers</u>.</p> <p>Pay and Benefits: A) Demonstrable equal pay for equivalent work roles (Reference: Indicator 6.1.3). B) Benefits provided equally to all <u>workers</u> regardless of background or characteristics.</p> <p>Job Evaluation Process: A) Documented formal job evaluation process to assess the requirements of each position within the organisation. B) Documented job descriptions outlining the responsibilities, qualifications, and skills required for each role.</p>
		6.1.3	
	6.2	6.2.1 (C)	<p>Steps to be followed for each process in the procedure clearly outlined. Through practice or evaluations, any contradictions and inconsistencies should be addressed.</p> <p>Socialisation involves actively engaging <u>workers</u> in understanding the procedures, their importance, and their implications. This can be achieved through orientation programs, training sessions, workshops, or other interactive methods. Any changes to the employment procedures should be updated to the <u>workers</u>.</p>

6.2.2 (C)	<p>Changes to the employment agreement or contract can made to meet local laws or regulations and provide equal or better terms.</p> <p>Any amendments made to the employment contract should have the explicit consent of the <u>workers</u>, except for terms and conditions outlined in a Collective Bargaining Agreement (CBA), where applicable.</p> <p>Periodic reviews conducted can ensure ongoing compliance with terms and conditions outlined in employment contracts, CBAs, and relevant labour laws, with any identified discrepancies addressed promptly.</p>
6.2.3	<p>Documented evidence indicating the location where the contract was signed should be maintained. including pre-departure and post-orientation documents and acknowledgments from <u>workers</u>. Copies of the signed employment contracts shall be given to the <u>workers</u> at the country where they were hired for their reference.</p>
6.2.4	<p>The worker register should include the following information for all <u>workers</u>:</p> <ul style="list-style-type: none"> A) Types of employment (e.g., permanent, temporary, casual/ day, and piece-rated workers); B) Job scope; C) Gender; D) Length of service; E) Country of origin; F) <u>Worker</u> contact information; and G) Next-of-kin contact information. <p>The <u>worker</u> register should be updated regularly (e.g., when there is a resignation, termination, or change of employment), ensuring accuracy and completeness of information for each <u>worker</u>.</p> <p>Subject to national and local laws/regulations/policies (Reference: Indicator 2.1.1), <u>workers</u> that are in the process of regularisation should be included in the worker register. This includes <u>migrant workers</u> and their <u>migrant worker status</u>. They should have access to the rights and facilities as other <u>workers</u> until or unless their application for regularisation have been rejected by the authorities.</p> <p>Records of <u>remediation</u> of cases of <u>forced labour</u>, <u>trafficking in persons</u> may include but are not limited to:</p> <ul style="list-style-type: none"> A) Shelter and accommodation; B) Medical and health-care services and counselling, including mental health and psychosocial support; C) Compensation/repayment; D) Financial assistance; E) Legal assistance; F) Return assistance; or G) Reintegration Assistance.
6.2.5	<p>To ensure that permanent, full-time employed <u>workers</u> are used for all <u>core work</u> in the UoC, <u>workforce</u> planning (the number of permanent workers and casual/short-term workers needed by work type throughout the year) can be conducted, following these key steps:</p> <ul style="list-style-type: none"> A) Identify all types of tasks (e.g. harvesting, fertilizer application, <u>pesticide</u> spraying, pruning, etc.) B) For each type of task, identify whether the work is required year-long or if it is occasional/seasonal. For work that is required continuously all year long, use permanent, full-time <u>workers</u>. C) For work that is required occasionally and not always available throughout the year, identify the total volume of work and the workforce needed. If 2 or more types of work can be performed by the same <u>worker</u> at different times of the year, the workforce needs for these types of work can be aggregated. The aggregated workforce needs can be rounded down to determine the permanent <u>workers</u> required, with the decimal can be used to determine the casual and short-term <u>workers</u> required. <p><i>(Adapted from Earthworm Guideline on Fair Employment of Casual workers https://www.earthworm.org/uploads/files/Guideline-Fair-Employment-of-Casual-workers.pdf)</i></p> <p>Regular reviews of a workforce plan would be necessary. If the existing number of permanent workers is below what is actually needed, a plan should be developed to identify which casual and short-term workers are eligible for a permanent, full-time contract; how many workers in total need to be promoted; and over what length of time this will be done. A plan should be time-bound and adjusted according to the (forecasted) financial situation for management buy-in and budget approval.</p>
6.2.6 (C)	<p>Payslips should contain the following information:</p> <ul style="list-style-type: none"> A) Date of payment; B) Pay period; C) Wage rates (basic wages, cost-of-living allowances and other guaranteed and regularly paid allowances, each listed separately); D) Overtime payments, bonuses and gratuities, family allowances, and other social security payments; E) Gross and net amounts of the payment; and F) Purpose of each amount deducted from the gross amount of the payment, or the name and number of the fund or account into which the amount of the deduction was paid.

	6.2.7 (C)	<p>Achievable <u>work targets</u>' refer to achievable output of work within standard working hours. For instance, this can be defined in terms of area or volume such as hectares of land to be harvested or sprayed with <u>pesticide</u>.</p> <p>In countries where there is no legal piece-rate work, the wage can be calculated based on the legal minimum wage following these steps: A) Work out how many 'pieces' have been completed in a normal working hour; B) Divide this by the number of <u>workers</u> to work out the average rate; C) Divide this number by 1.2 so that new <u>workers</u> are disadvantaged if they are not as fast or skilled as the others yet; and D) Divide the hourly minimum wage rate by that number to work out the rate for each piece of work completed. <i>(Reference: https://www.ilo.org/resource/17-piece-rate-pay)</i></p> <p>The ILO Hours of Work (Industry) Convention, 1919 (No. 1) and Hours of Work (Commerce and Offices) Convention, 1930 (No. 30) can serve as references for overtime rate where no national legal rate or at the rate under the CBA is available.</p>
	6.2.8 (C)	<p>If no applicable laws are available, the ILO Workers' Housing Recommendation, 1961 (No. 115) should be a reference.</p> <p>Examples of welfare amenities include, but are not limited to: A) Rest and recreation facilities (football field, badminton court, basketball court etc, excluding holiday facilities); B) Food facilities (canteens); and C) Transport facilities (suitable parking or storage facilities where necessary and practicable). <i>(Adapted from ILO R102 - Welfare Facilities Recommendation, 1956 (No. 102))</i></p>
	6.2.9	<p>To ensure access to safe, sufficient, and affordable food, the Unit of Certification can undertake several measures, including: A) Establish on-site dining facilities or facilitating access to nearby food establishments or convenience stores that offer meals or produce at reasonable prices in comparison to those off-site; B) Ensure that <u>workers</u> have means to access food if it's not available on-site, for instance, by arranging transportation to nearby stores; or C) Ensure that <u>workers</u> living on-site have appropriate food storage and preparation appliances (e.g. refrigerator, cooking appliances) to prepare, maintain freshness and safety of food.</p> <p>In essence, securing access to safe, sufficient, and affordable food necessitates addressing various factors that impact <u>workers</u>' capacity to procure and consume food essential for their health and well-being.</p>
6.3	6.3.1 (C)	<p><u>Prevailing wage</u> is the sum of base wage, cash allowances, bonuses, fringe benefits, and in-kind benefits. Not all allowances, bonuses, and benefits qualify to be added as prevailing wage (e.g., legally mandated benefits and wages earned during overtime cannot be included).</p> <p>The RSPO <u>Prevailing Wages</u> Calculation Procedure is the reference to determine which allowances, bonuses, fringe benefits, and in-kind benefits to be included as part of <u>prevailing wage</u> calculations. Until the Procedure has been developed and endorsed for implementation, the reference is the RSPO Guidance on Calculating Prevailing Wages 2019.</p> <p>The Unit of Certification should have a written policy committing to the implementation of <u>living wage</u>.</p>
6.4	6.4.1 (C)	<p>The right of staff and <u>workers</u>, including <u>migrant</u>, <u>transmigrant workers</u> and contract workers, to form associations and worker representative committees to bargain collectively with the Unit of Certification, is respected and in accordance with Conventions 87 and 98 of the ILO.</p> <p>Collective bargaining is encouraged to encompass terms and conditions pertinent to <u>workers</u>' rights, their working and living conditions including the well-being of workers and their families (e.g., access to healthcare, education, food, safety gear, and utilities and addressing grievances and seeking remedies).</p> <p>Foreign and <u>migrant workers</u> should be made aware and updated of their entitlement to join unions or worker organisations. In cases where legal restrictions hinder the exercise of freedom of association and collective bargaining, the Unit of Certification should publish a statement fostering alternative avenues for independent and unrestricted association and negotiation among all personnel concerned.</p>
	6.4.2	Protection against <u>discrimination</u> of <u>workers</u> participating in Worker Organisation can be demonstrated through establishing confidential reporting channels, conducting regular training, and promptly investigating and addressing any reported incidents of intimidation, harassment, or retaliation.
	6.4.3	
6.5	6.5.1 (C)	<p>Work by <u>children</u> on <u>scheme smallholder family farms</u>, where the farm is contracted to another entity, is prohibited. Work by <u>children</u> on <u>family farms</u> is acceptable under adult supervision where <u>children</u> are part of the family and the work does not interfere with their education and they are not exposed to hazardous working conditions.</p> <p>A formal employment relationship is not required for <u>child labour</u> to be present.</p>
	6.5.2 (C)	<p>The minimum working age, together with working hours, should be clearly defined.</p> <p>Any hazardous work should not be done by those under 18 years old, as per ILO Convention 138 on the minimum age and No. 182 on the worst forms of child labour. <u>Hazardous work for children</u> is work that is likely to harm the health, safety or morals of <u>children</u>. Certain types of work carry particular risks, but any form of work done by a child may contain hazards that can harm them. Children may be directly exposed to obvious work hazards such as sharp tools or poisonous chemicals. Other hazards for <u>children</u> may be less apparent, such as the risk of abuse or problems resulting from excessive hours of work.</p>

	6.5.3 (C)	<p>Age verification documents include a government recognised photographic identification document, where available. For further guidance, refer to the RSPO Guidance on Child Rights.</p> <p>Examples of <u>child labour remediation</u> include informing the child's parents, taking child out of the work site, and conducting medical testing to assess physical and mental health.</p> <p>Personnel involved in recruitment, hiring, and monitoring of <u>workers</u> are trained on the age screening verification procedure and <u>child labour remediation</u>. Procedures should be accessible to relevant personnel, and regularly reviewed and updated to reflect changes in regulations or best practices.</p>
6.6	6.6.1 (C)	<p>The policy should include clear guidelines and procedures for investigation, disciplinary actions/sanctions, and <u>remediation</u> of incidents in the workplace.</p> <p>Abuse is defined as the 'physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviours that frighten, intimidate, terrorise, manipulate, hurt, humiliate, blame, injure, or wound someone.'</p>
6.7	6.7.1 (C)	<p>The policy should also address equal opportunities (Reference: Indicator 6.1.2).</p> <p>Development of the policy should include consultation with female staff and <u>workers</u>, and other relevant <u>stakeholders</u>. Progress in implementing the policy should be regularly monitored, and the results recorded.</p>
	6.7.2 (C)	<p>Programmes particular issues faced by women in the UoC should be provided, especially for awareness on <u>violence</u> and <u>sexual harassment</u> in the workplace. This Committee should include representatives from all areas of work, and its duties include:</p> <p>A) Addressing issues of concern as well as opportunities for improvements for women workers;</p> <p>B) Training and capacity development for career advancement for women;</p> <p>C) Identifying risks and raising awareness among <u>workers</u> on women's safety and health (e.g., access to healthcare during pregnancy, delivery, and postpartum);</p> <p>D) Organising annual training on women's rights;</p> <p>E) Discussing continual improvements that may be made by the UoC on women's issues or women's concerns (e.g., child care facilities, women allowed to breastfeed up to nine months before resuming chemical spraying tasks, break times for breastfeeding); or</p> <p>F) Providing counselling for women affected by <u>violence</u> and/or <u>sexual harassment</u>.</p> <p>A 'safe and secure meeting place' is one that prioritises the physical and emotional wellbeing of the participants, with characteristics of:</p> <p>A) Privacy;</p> <p>B) Comfort (e.g. lighting, ventilation, sanitation facilities);</p> <p>C) Risk free (e.g. free from potential risk/hazards);</p> <p>D) Secure; and</p> <p>E) Culturally sensitivity (e.g. meetings should not be conducted in religious places as to respect workers from different religious background).</p>
	6.7.3 (C)	<p>Pregnancy test can be required in certain circumstances especially where its legally mandated. Pregnancy tests should be relevant to the job requirement. Tests should be conducted to assess a <u>worker's</u> ability to perform a task associated with the job without posing a risk to their health or safety. If a woman is found to be pregnant during a pregnancy test, the Unit of Certification should handle the situation with sensitivity and respect for the individual privacy, and in compliance with applicable law and regulations.</p> <p>Adequate space and paid breaks should be provided to enable mothers with infants 24 months or younger to breastfeed or express and store breast milk with privacy.</p>
	6.7.4	

6.8	6.8.1 (C)	<p>National Interpretations should include information on national regulations governing <u>recruitment fees and related costs</u>, where applicable.</p> <p>The ILO Indicators of Forced Labour' and the 'Hard to See, Harder to Count' ILO guidelines represent the most common signs or "clues" that point to the possible existence of a <u>forced labour</u> case and can be taken into account by the Unit of Certification when formulating the policies.</p> <p>The 11 International Labour Organisation's Indicators of Forced Labour consists of:</p> <ul style="list-style-type: none"> A) <u>Abuse of vulnerability</u>; B) Deception; C) Restriction of movement; D) Isolation; E) Physical and <u>sexual violence</u>; F) <u>Intimidation and threats</u>; G) Retention of identity documents; H) Withholding of wages; I) <u>Debt bondage</u>; J) Abusive working and living conditions; and K) Excessive overtime. <p>The presence of one of the above indicators may not immediately imply the existence of <u>forced labour</u>. The surrounding circumstances must be examined holistically to lead to a finding that <u>forced labour</u> exists.</p>
	6.8.2 (C)	<p>Any statutory deductions or authorised deductions can be determined by applicable laws and regulations. Some authorised deductions may include the following:</p> <ul style="list-style-type: none"> A) Mandatory payments to income tax authorities or social security institutions; B) Payment of contributions to voluntary provident or pension funds and other similar schemes; C) Trade union fees under arrangements made between a worker organisation of which the <u>worker</u> is a member; D) "Solidarity fee" from the wages of non-unionised <u>workers</u> who have benefited from a collective agreement concluded by a trade union; or E) Payment of contributions to cooperative associations and <u>workers'</u> mutual funds etc. <p>Deliberate retention of wages is recognised as a form of coercion (as the <u>worker</u> has to stay because outstanding wages will be lost if he or she leaves, hence there is a penalty for leaving).</p> <p>Deposits or run-away fee is the withholding of cash or other assets belonging to the <u>worker</u> as a means of controlling the <u>worker</u> and preventing them from leaving.</p>
	6.8.3 (C)	<p><u>Remediation</u> of cases of <u>forced labour</u> and <u>trafficking in persons</u> may include providing:</p> <ul style="list-style-type: none"> A) Shelter and accommodation; B) Medical and health-care services and counselling, including mental health and psychosocial support; C) Compensation/repayment; D) Financial assistance; E) Legal assistance; F) Return assistance; or G) Reintegration assistance.
	6.8.4 (C)	<p>Without undue delay' generally means no more than seven (7) working days upon the receipt of the documents by the Unit of Certification following completion of mandatory legal or immigration processing purposes. If documents such as passport are required to be renewed, the UoC should provide <u>workers</u> with a certified copy of the document during the renewal period.</p> <p>Examples of for secure storage facilities include:</p> <ul style="list-style-type: none"> A) Lockable storage; or B) Personal locker, cupboard with lock and key. <p><u>Workers</u> are responsible to pay for replacing stolen, lost, or damaged government-issued identity papers and passports due to negligence when under their care; and to immediately inform the UoC upon such loss or damage.</p>

6.9	6.8.5 (C)	Reasonable measures necessary for <u>workers</u> ' health, safety, and security that may restrict their freedom to enter and exit their accommodation and the workplace are permissible, include: A) Health - mandatory quarantine periods in accordance with national regulations or the need to request prior permission of the supervisor to attend a medical appointment (not applicable for medical emergency); B) Safety and Security - The UoC may keep an exit and entry records, restriction to access hazardous work sites for the protection of the safety and security of <u>workers</u> . Reasonable security measures may be adopted to ensure the safety and privacy of <u>workers</u> and property; or C) Employment terms specifying working hours. When <u>workers</u> leave the premises of Unit of Certification outside working hours, the Unit of Certificate shall not use surveillance to restrict the movement of these <u>workers</u> . Surveillance is the continuous observation and monitoring for the purpose of restricting freedom of movement, including the use of surveillance cameras or security personnel/agents accompanying <u>workers</u> when they leave the site. Keeping exit and entry record is not considered as surveillance.
	6.8.6 (C)	When <u>workers</u> ' accommodation is located in a remote or secluded location, it is important to provide <u>workers</u> with means to communicate with the outside world at affordable/public prices (that is, not inflated). Especially for <u>workers</u> who live on site without their family or are <u>migrants</u> . It is a good practice to provide <u>workers</u> with free transportation to and from surrounding communities to access leisure facilities, banking, or shopping, particularly if the housing is remotely located and where ordinary public transport is inadequate or impracticable.
	6.8.7 (C)	<u>Workers</u> are able to withdraw their consent for overtime work without repercussions.
	6.8.8 (C)	
	6.9.1 (C)	The policy or policies should reference national law or regulation, or at a minimum reference the following: - ILO Occupational Safety and Health Convention, 1981 (No. 155) - ILO Occupational Safety and Health Recommendation, 1981 (No. 164) - ILO Safety and Health in Agriculture Convention, 2001 (No. 184)
	6.9.2 (C)	The H&S Committee can serve as a platform for workers to raise health and safety concerns. An issue raised and its action plan should be recorded and reviewed in the next H&S meeting. The following activities of the Committee should be documented with records kept: A) Minutes or records of the Committee's meetings - including details of discussions, decisions, and actions taken on workplace health and safety issues; B) Regular worksite safety inspections conducted by the Committee - including inspection reports, findings, and corrective actions implemented; C) Training sessions conducted for employees on health and safety topics, including attendance records and training materials; D) Reviews of the Hazard Identification, Risk Assessment, and Risk Control (HIRARC) - including assessment reports, action plans, and follow-up actions; E) Process(es) for safe storage, handling, mixing, use, and disposal of chemicals in the workplace established by the Committee; F) Continuous improvement initiatives to enhance health and safety performance - such as improvement plans, performance indicators, and monitoring records; and G) Any collaboration between the Committee and the Women's Welfare and Empowerment Committee (Reference: Indicator 6.7.2) to address specific health and safety risks for women workers, including meeting minutes or joint initiatives.
	6.9.3 (C)	For countries without a National Interpretation, a 'competent personnel' refers to a person possessing adequate qualifications (such as suitable training, sufficient knowledge, experience, and skills) to conduct the HIRARC assessment. A certified health and safety officer may define appropriate criteria for the designation of such a person(s) and may determine the duties to be assigned to them. (Reference: The ILO Safety and Health in Construction Recommendation, 1988 (No. 175), item 2(g))
	6.9.4 (C)	Annual reviews of the H&S plan should address, at a minimum: A) Newly identified and existing health and safety risks; B) Resulting effect of A) on accident rates; and C) Work time losses.
	6.9.5 (C)	The PPE provided should be: A) Suitable for the task being performed; B) Appropriate to the <u>worker</u> (e.g. height, size etc); C) In good condition and not exposing to hazards; and D) Effective for <u>workers</u> to carry out their task safely. The designated area for washing PPE should have be supplied with clean water and equipped with appropriate cleaning agents. PPE used for <u>operations</u> involving chemicals only be washed and kept in this designated area; it should not be kept in a <u>worker's</u> living quarters. Records denoting the type of PPE provided, date of issuance, and the identity of the <u>worker</u> receiving the equipment is considered best practice. It is recommended that such records also include the details/reasons of PPE replacement (whether damaged or worn-out, past the date of replacement, recommendations for improvement, or any other feedback/concern from the worker regarding the condition and effectiveness of provided PPE).
	6.9.6 (C)	Relevant <u>workers</u> may refer, but not limited to, workers handling <u>pesticides</u> /chemicals, existing workers with new or expanded job scopes, workers operating heavy machinery. or identified pregnant woman/women who have given birth within the last six months.
	6.9.7	Where there is a national law or regulation mandating the ratio between the trained first aid kit personnel and the numbers of <u>workers</u> , this applies to the UoC (Reference: Indicator 2.1.1). The personnel should be trained and (ideally) certified in first aid procedures.
	6.9.8	An ERP outlines protocols and actions to be taken in the event of emergencies, including medical emergencies, accidents, or natural disasters.

6	7.1	6.9.9 (C)	Recording the <u>worker's</u> health condition, treatment provided, and (any) follow-up actions taken at the time of and after the annual medical surveillance is considered best practice.
		6.9.10	Lost Time Incidents (LTI) metrics typically measure incidents that result in lost workdays or time away from work due to illnesses, diseases or injuries sustained on the job. Details of the occupational injuries and/or illnesses contributing to LTI are important to record to support investigation and further action. The processes for investigating LTIs should detail the steps involved for the UoC to conduct such investigations such as incident reporting, evidence collection, root cause analysis, and corrective action identification. Recommendations resulting from such investigations should be reviewed for potential incorporation into the UoC's health and safety practices in order to continuously improve its protection measures and to prevent recurrence of incidents.
		6.9.11	
		6.9.12 (C)	The Safety Data Sheet of the product serves as a reference for conducting training to <u>workers</u> on the precautions and safe handling of the chemical. Practical demonstrations, assessments, or evaluations can demonstrate that workers have up-to-date understanding and knowledge in order to competently and capably handle chemicals. Restricted and hazardous <u>pesticides</u> , especially <u>Highly Hazardous Pesticides</u> , are not used unless absolutely necessary (Reference: Indicator 7.1.2)
	7.1	7.1.1 (C)	A Unit of Certification should apply recognised IPM techniques that incorporate cultural, biological, mechanical, and physical methods to minimise the use of chemicals. Native species should be used in biological control where possible. In general, an IPM plan consists of the follow steps: A) Identification of pest(s) and available control measures; B) Implementation of the plan with clear objectives to reduce negative impacts; C) Management and monitoring, including update/review process; and D) Focus on invasive introduced species (if any)*. *Invasive introduced species are such species that exist in the Unit of Certification's operational activities (Reference: Indicator 7.1.6).
		7.1.2 (C)	Restricted and hazardous pesticides, especially Highly Hazardous Pesticides, are to be avoided for usage unless absolutely necessary with documented evidence of validation or authorisation that was no other alternative available. Availability of a chemical register or <u>pesticide</u> inventory - including records of <u>pesticide</u> usage and restricted/hazardous <u>pesticide</u> usage with relevant justification (if any) - may or may not be sufficient to show avoidance of use; in some cases, additional verification may be required through, or to follow up on, interviews with <u>workers</u> and <u>stakeholders</u> . Measures to avoid the development of chemical resistance (such as pesticide rotations) should be applied.
		7.1.3 (C)	LD50 refers to the amount of a particular chemical that is lethal to one-half (50%) of the experimental subjects exposed to it.
		7.1.4 (C)	Exceptional circumstances refer to situations where <u>prophylactic</u> use of <u>pesticides</u> - i.e., pre-emptive usage to eradicate pests or diseases - is the only available option to control the situation or outbreak. Such prophylactic use should be supported by documented evidence of agronomist advice, with validation or authorisation, denoting that was no other alternative available.
		7.1.5 (C)	Targeted spraying in aerial <u>pesticide</u> application refers to a precise method of applying <u>pesticide</u> only to the specific area(s) infested by the pest, disease, and/or weeds. Care should be taken in any <u>aerial spraying</u> using drones to minimise exposure to non-target areas, organisms, and the health of workers in the vicinity and the drone operator(s).
		7.1.6 (C)	Invasive species', also known as 'alien invasive species', are species whose introduction, establishment, and spread into new areas threaten ecosystems, habitats or other species and cause social, economic or environmental harm, or harm to human health. (Reference: FAO, 2007:82) UoCs should periodically check for any updates to the Global Invasive Species Database (https://www.iucngisd.org/gisd/) and the CABI Digital Library (https://www.cabidigitallibrary.org/) for species considered as invasive. The most current version of the GISD and CABI serves as a reference for this indicator.
		7.1.7 (C)	For this indicator, managing the use of invasive or prohibited species previously introduced refers to continuous identification, assessment, and monitoring to minimise any associated risk(s).
		7.1.8	Exceptional circumstances refer to conditions or considerations in which fire - specifically for the control of pest and/or disease outbreaks - is the only available option to control the situation or eliminate the outbreak from further spread. Such use of fire for controlled burning should be limited and controlled, and supported by documented evidence of government approval or authorisation, referencing existing guidelines such as the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003 or equivalent comparable guidelines/regulations in other regions. Land affected by such use of fire should be restored, or left to rehabilitate back, to its previous land use function.

7.2	7.2.1	<p>The <u>waste management</u> plan should include measures for:</p> <p>A) Improving the efficiency of resource utilisation and recycling potential waste as nutrients (Reference: Indicator 7.2.2) or conversion into value-added products (e.g. through animal feeding programmes);</p> <p>B) Appropriate management and disposal of hazardous chemicals (and their containers). Surplus chemical containers should be reused, recycled or disposed of in an environmentally and socially responsible way using recommended best practices (e.g. returned to the vendor or cleaned using a triple rinse method), in such a way that there is no risk of contamination. Disposal instructions on the manufacturers' labels should be adhered to.</p> <p><u>Waste</u> generated from a UoC's operations include waste produced from cultivation of oil palms and production of palm oil at the mill(s), including associated processes such as transport and plantation/estate management. <u>Waste</u> generated from a UoC's non-operational activities can include waste from a UoC's administrative offices, worker housing, or infrastructure facilities.</p> <p>Non-recyclable or re-usable waste or by-products should be responsibly disposed, in particular hazardous or harmful materials such as used chemicals, batteries, and effluent that require controlled handling or process treatment to a level where it no longer poses a risk to the environment or human health. National laws and regulations serve as the reference for responsible disposal.</p>
	7.2.2	Optimal use of inorganic fertilisers refers to the right type of in organic fertiliser applied using the right dosage, at the right time, and in the right location. Soil and leaf nutrient analysis can be used to determine this.
	7.2.3 (C)	Health and safety aspects of waste management are taken into account (Reference: Criterion 6.9).
	7.2.4	Unprocessed <u>waste</u> must be properly treated in such a way that there is no longer any material risk to the environment or human health when discharged, based on national laws and regulations (where applicable) or reference international regulations/guidelines.
7.3	7.3.1 (C)	<p>Maps should follow common cartographic standards and match the area disclosed to RSPO in the UoC's most recent Land Use Change Analysis (LUCA) map submitted.</p> <p>Areas located within the plantation's perimeter considered unsuitable for long-term oil palm cultivation should be delineated in plans and included for conservation or rehabilitation, as appropriate.</p> <p>Soil surveys or soil suitability maps should be appropriate to the scale of operation and include information on soil type(s), topography, hydrology, rooting depth, moisture availability, stoniness, and fertility. Such surveys can be done independently or as part of an SEIA (Reference: Criterion 3.3). Particular care should be taken in the case of <u>scheme smallholders</u>, where the UoC should assist in the soil suitability assessment of their scheme smallholders' land.</p>
	7.3.2 (C)	
	7.3.3 (C)	Peat can be considered a fragile soil. Where peat soils are identified and mapped within a UoC's perimeter, the indicators of Criterion 7.4 should be referenced for indicators within Criterion 7.3. Maps produced for Indicator 7.3.1 can be standalone or can integrated the RSPO Peat Inventory procedures (Reference: Indicator 7.4.2).
	7.3.4 (C)	Soil types requiring specific appropriate practices should be identified for planning. Techniques and practices to minimise soil erosion should be adopted (where appropriate), such as ground cover management, biomass recycling, terracing, natural regeneration over replanting, appropriate use of heavy machinery, terracing on slopes, responsible road construction, rapid establishment of cover, or protection of riverbanks.
7.4	7.4.1 (C)	
	7.4.2	Areas of peat (planted and unplanted) inventoried in accordance with the RSPO procedures on Peat Inventory is submitted to the RSPO Secretariat for reference and monitoring, using the RSPO Peat Inventory template (including other required materials i.e., the UoC's peat map). 'Make.... available' in the context of this indicator refers to the official acceptance by the RSPO Secretariat of the UoC's map, as submitted.
	7.4.3 (C)	Construction activities or infrastructure development mandated or authorised by the national or sub-national government of a country within a UoC's perimeters are excluded from the scope of this indicator. In such cases, the UoC is expected to provide justification for the exclusion.
	7.4.4 (C)	
	7.4.5 (C)	<p>For existing plantings on <u>peat</u>, the water table should be maintained at an average of 50cm (within a range of 40cm and 60cm) below ground surface as measured with groundwater piezometer readings, or an average of 60cm (within a range of 50cm and 70cm) below ground surface as measured in water collection drains; through a network of appropriate water control structures (e.g. weirs, sandbags, etc.) in fields; and/or watergates at the discharge points of main drains. If the national laws or regulations of a country require a different minimum water table level for peat soils, the stricter of the two applies.</p> <p>Monitoring of subsidence should be undertaken in all drained <u>peat</u> areas in the <u>plantation</u> including areas adjacent to the plantation where water tables may be impacted by associated drainage. The following aspects should be documented and considered for long-term planning:</p> <p>A) Peat subsidence level;</p> <p>B) Efficacy of water level management; and</p> <p>C) Efficacy of ground cover management.</p>
	7.4.6 (C)	Where applicable to its <u>operations</u> , a UoC must conduct a RSPO <u>Drainability Assessment Procedure</u> at least five years before any <u>replanting</u> activity. <u>Replanting</u> is dependent on the approval of the Drainability Assessment Procedure report. These requirements should be taken into account as the UoC develops its long-term replanting plan (Reference: Indicator 3.1.2).
	7.4.7 (C)	

7.5	7.5.1 (C)	The water management plan includes measures to: A) Maintain natural hydrological patterns and stream flows; B) Consideration of relevant <u>stakeholders</u> , their water use, and water resource availability; C) Ensure the efficiency of use and renewability of water sources; D) Ensure that the use and management of water by the UoC does not result in adverse impacts on other users within the catchment area, including <u>local communities</u> and customary water users; E) Aim to ensure that <u>local communities</u> , <u>workers</u> and their families have access to adequate, clean water for drinking, cooking, bathing, and cleaning purposes; and F) Avoid contamination of surface and ground water through runoff of soil, nutrients or chemicals, or as a result of inadequate disposal of <u>waste</u> including Palm Oil Mill Effluent (POME).
	7.5.2	Water consumption is the total amount of water in megalitres (mL) used by the UoC's mill(s) in the production of a metric tonne of crude palm oil (CPO) or palm kernel (PK). Water used for production that has been treated and released back as safe surface water or groundwater (water discharge) can be excluded. Water withdrawal is the total amount of water withdrawn in megalitres (mL) for use by the UoC's mill(s) from the following sources: surface water; groundwater; seawater; produced water; and third-party water. Surface water and groundwater refer to naturally-occurring above ground and underground sources of water, respectively. Third-party water refers to water sourced from municipal, public or private water utilities or suppliers. In the context of a palm oil mill, seawater or produced water generally do not apply as sources of water. If the UoC is located in an area of known water stress, this should be noted. (All reference to GRI 303: Water and Effluents 2018 reporting standard, Global Reporting Initiative, https://www.globalreporting.org/).
	7.5.3 (C)	Watercourses can include rivers, streams, lakes, ponds, spring, creeks, or coastal water bodies (or any part thereof).
	7.5.4 (C)	If the national laws or regulations of a country do not specify any minimum treatment requirements and/or discharge quality limits for POME, this can be defined through a National Interpretation process. International recommendation/guidelines or regulations of neighbouring/similar countries can be used as reference.
7.6	7.6.1 (C)	The UoC's plan to reduce or minimise GHG emissions should cover: A) Identification and assessment of the key GHG emissions risk areas within the UoC's <u>operations</u> using the RSPO PalmGHG calculator; B) Clear objectives and implementable actions to reduce and mitigate the identified GHG emissions; C) Management and monitoring of GHG emission within the UoC over time for efficacy; and D) Emerging and potential technologies (if any) that could be utilised and implemented for additional reduction or minimisation of GHG emissions. A GHG emission reduction or minimisation target must be clear (i.e., based on a defined scope), specific (e.g., 'Reduce Scope 1 emissions by 20% overall'), measurable (e.g., 'Reduce Scope 1 emissions by 5% annually'), and timebound (i.e., a commitment to achieve the overall target within a specified timeline, for example, 'by 2030' or 'within 5 years'). The latest version of the RSPO PalmGHG Calculator is being developed in alignment with the latest GHG Protocol Standards, based on the GHG Protocol's Scope 1, 2, and 3 framework for measuring and inventorying GHG emissions. For details, please refer to the latest PalmGHG Guidance Document.
	7.6.2 (C)	GHG emissions per product can include Crude Palm Oil (CPO), Crude Palm Kernel Oil (CPKO), and/or Palm Kernel (PK). Estimates generated by the PalmGHG calculator use defined data inputs provided by the UoC, and then verified by auditors during RSPO P&C audits. The UoC's GHG emissions per product must be published in its public summary RSPO P&C audit report as 'publicly reported'.
	7.6.3 (C)	New developments, in general, should only be proposed to be established on mineral soils, in low carbon stock areas, and/or existing cultivated areas already under agricultural land use (e.g., rubber, tree crops) that is suitable for oil palm cultivation.
	7.6.4 (C)	Examples of <u>significant air pollutants</u> include sulphur dioxide (SO ₂), nitrogen oxides (NO _x), non-methane volatile organic compounds (NMVOC), fine particulate matter (PM _{2.5} and PM ₁₀), and other airborne pollutants recognised by national or international guidelines as major contributors to severe degradation of air quality. The UoC's plan to reduce or minimise this should consist of: A) Identification and types of air pollutants present in, or generated by, the UoC's <u>operations</u> ; B) Level of significance and scale of the identified air pollutants; C) Source(s) of the identified air pollutants; D) Potential measures or actions to reduce or minimise such air pollutants; E) Achievable and measurable reduction targets based on application of those measures or actions; and F) Implementation and monitoring to track progress and adjust the plan, if necessary.
	7.6.5 (C)	In the event that land within the UoC is affected by fire for reasons beyond management control, the land affected or degraded by such fires should be restored, or left to rehabilitate back, to its previous land use function.
	7.6.6	Fire risks include spontaneous wildfires caused by dry conditions and fire spread from open burning by surrounding communities, which can be exacerbated by extreme weather patterns and events. The RSPO Fire Hotspot Monitoring System and other available public fire monitoring tools can serve as early warning signals for potential fire risk.

		<p>7.6.7 Gradual reduction in fossil fuel use within palm oil <u>operations</u> can be achieved by optimising transport, upgrading machinery, and/or adopting energy-saving practices in mills and plantations. The UoC should assess the direct energy use (including fuel and electricity) and energy efficiency of its operations, especially in the planning of infrastructure construction or upgrading.</p> <p>Direct fossil fuel use per metric tonne of CPO (mill) or FFB (plantation) produced should be monitored (Reference: Indicator 7.6.1 as fossil fuel usage is an input in PalmGHG calculations) and should cover fuel use by the on-site <u>workforce</u>, including all transport and machinery operations.</p> <p>The feasibility of collecting and using biogas captured from POME treatment for power generation (Reference: Indicator 7.5.4) or other renewable energy sources (e.g., solar, biomass) should be assessed for potential implementation.</p>
	7.7	<p>7.7.1 (C) Damaging' <u>primary forests</u>, <u>HCVs</u>, and <u>HCS</u> forests refers to <u>land clearance</u> by the UoC categorised as Non-Compliant Land Clearing (NCLC), defined and assessed through a RSPO Land Use Change Analysis (LUCA).</p> <p>Assessment of compliance falls under three scenarios, based on land status and the timing of <u>land clearing</u>:</p> <p>1) For existing plantations with no new <u>land clearing</u> after November 2018, evidence of a valid HCV assessment is required, and the version of the assessment manual used must align with RSPO requirements applicable at the time. An ALS-licensed assessor is not required.</p> <p>2) For UoCs that followed the transitional measures in the P&C 2018, evidence of a valid HCV, standalone HCSA, or Integrated HCV-HCS assessment conducted before <u>land clearing</u> is required. Any land clearing under this scenario must have been registered by 13 September 2019 with the RSPO Secretariat; otherwise, a new HCV-HCSA assessment is required. The version of the assessment manual used must be verified. An ALS-licensed assessor is not required, provided the assessment was completed before the deadline.</p> <p>3) For new <u>land clearing</u> after 15 November 2018 that was not covered under the transitional measures of scenario 2), evidence that an ALS-integrated HCV-HCSA assessment was conducted is required, using the assessment manual valid at the time (either the November 2017 or the June 2023 version). An ALS-licensed assessor is required. RSPO New Planting Procedure requirements also apply.</p>
		7.7.2 (C)
		<p>7.7.3 (C) The management & monitoring plan under Indicator 7.7.3 should be developed utilising findings from the relevant HCV and/or HCV-HCSA assessment as a baseline. Data from complementary sources such as the Land Use Change Analysis (LUCA); peatland management requirements (Reference: Criterion 7.4); Free, Prior and Informed Consent (FPIC) processes; and other identified conservation areas (including riparian zones) should also be integrated into the baseline to provide a comprehensive understanding of the conservation and management needs within a Unit of Certification.</p> <p>The plan should be tailored to address any specific findings from the assessments mentioned above, focusing on conserving and enhancing <u>HCVs</u> and <u>HCS</u> forests while managing threats such as human-wildlife conflict and habitat degradation. Clear measures are to be outlined for the protection of <u>Rare, Threatened, and Endangered (RTE) species</u>, the management of <u>other conservation areas</u>, and the promotion of <u>workforce</u> awareness on conservation priorities.</p> <p>The scope of the plan should be realistic and achievable, targeting actions within direct control of the UoC. Additional collaboration(s) with relevant <u>stakeholders</u> active in the immediate area before and during implementation can be beneficial to overall success of the plan.</p> <p>The role of <u>affected communities</u> includes - but is not limited to - participation of those <u>communities</u> in managing <u>HCVs</u>, <u>HCS</u> forests, training or capacity building on HCVs, HCS forest protection and conservation, and monitoring.</p>
		<p>7.7.4 (C) <u>Adapting</u> the management & monitoring plan is the process of adjusting the UoC's existing management actions to protect and/or conserve HCVs and HCS forests to accommodate actual changes in the status and conditions of those HCVs and HCS forests.</p> <p>Until the RSPO Guidance is developed and endorsed for application, the HCVN Common Guidance for the Management and Monitoring of HCV (version published December 30, 2021, www.hcvnetwork.org) can serve as a reference guidance for this indicator.</p>
		<p>7.7.5 Reference: Principle 4 for applicable requirements on respecting the rights of <u>local communities</u> and reaching a negotiated agreement through the process of Free, Prior and Informed Consent (FPIC).</p> <p>A variety of land management and tenure options should be considered by the UoC to secure HCV areas in ways that also secure <u>local peoples' rights</u> and <u>livelihoods</u>. Some areas are best allocated to community management and secured through customary or legal tenures. In other cases, co-management options may be considered. Where <u>communities</u> are asked to relinquish <u>rights</u> so that <u>HCVs</u> can be protected or enhanced by the UoC or state agencies, great care needs to be taken to ensure that they retain access to adequate land and resources to secure their basic needs, and all such relinquishment of rights is subject to obtain their FPIC.</p>
<p>Procedural Note on Metrics Template: In P&C 2024, the indicator requiring UoCs to submit Metrics Template has been removed (Reference: Indicator 3.2.2 in P&C 2018). Data previously reported in the P&C 2018 Metrics Template will continue to be gathered from UoCs at the pre-audit stage o P&C 2024 audits together with other pre-audit data required by RSPO auditors, as developed in the RSPO Information System. This revision in RSPO's approach to gathering metricated data as part of P&C certification is intended to streamline existing processes and address known issues of undue administrative/operational burden.</p>		