

Guidance on Peat Inventory for RSPO reporting

1.1 Reporting requirements

1. Growers are required to fill in this template and submit the complete filled in inventory to the RSPO secretariat via Google Form
2. Reporting shall be done at least two (2) times, being:
 - a. 1st reporting:
 - i. Within 12 months of adoption of RSPO P&C 2018 (by 15 Nov 2019), **or** prior to the first RSPO P&C 2018 certification audit, whichever comes first
 - ii. Inventory shall reflect the status of planting and conservation on peat as at Nov'18.
 - b. 2nd reporting:
 - i. Within 12-months prior to revision of P&C 2018 (Nov'22 – Nov'23).
 - ii. It shall reflect the status of planting and conservation on peat as at Nov'22.
 - c. Additional reporting (if applicable):
 - i. To be done if there are any significant changes affecting the hectareage of a given company for OP planted on peat
 - ii. Examples of significant changes are as below (non-exhaustive):
 - Acquisition or divestment of plantations/company containing OP planted on peat.
 - Rehabilitation of areas previously planted on peat as per result of drainability assessment.
 - New development through NPP which has large areas (cumulative area >100 ha) of peatlands set aside as conservation
3. Additional documents that are required to be included in reporting to RSPO secretariat are:
 - a. Maps of the peat area, minimum specification as below:
 - i. Map scale of 1:50,000
 - ii. Minimum resolution of 300 dpi
 - iii. Includes orientation of North (and/or south, east and west)
 - iv. Map credits to include:
 - Source of data (especially on thematic maps)
 - Name of cartographer
 - Date of the map
 - Projection of the map (especially small-scale maps) that shall follow GCS WCS 1984 standard
 - b. Shapefile of the peat area only, in ZIP or RAR file that shall contain the six types of shapefiles i.e.: .cpg, .dbf, .prj, .sbn, .sbx, and .shp:
 - i. Indicates planted
 - ii. Conservation (if any)
 - iii. Indicative depth (optional)
 - iv. Type of peat (optional)

1.2 How to fill in RSPO Peat Inventory template

1. Growers are required to categorise their estate/plantations according to groups. Type of classification can be
 - a. Subsidiary company the plantations/estates are registered to
 - b. Region of the plantations
 - c. Other suitable groupings deemed appropriate by the company
2. Fill in the cells coloured only
3. Start by clicking on the “Legend” tab and filling in the classification name as decided by the company. (In this example, we are using region as classification)

	A	B	C
1	Company/Region	Country	
2	Region A	Malaysia	
3	Region B	Malaysia	
4	Region C	Indonesia	
5	Region D	Indonesia	
6	Region E	Liberia	
7	Region F	Papua New Guinea	
8			
9			
10			

Guidance |
 Group summary |
 Company Inventory |
 Legend

4. This will automatically populate the “Group summary” tab for consolidation of all the data keyed in by the grower.
5. Select the “Company Inventory” tab and fill in the company name, membership number & reporting year of inventory

Company name:	ABC Plantation Company Ltd
Membership num:	123456789

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6. Fill in the “Company Inventory” tab as per the template. Guidance can be found below (picture below and point number 8) & also as comments in the actual tab.

Country	Company/Region	Plantation/Estate Name	Total Estate planted area (Ha)	Year of 1st planting (Peat)	OP Planting on Peat				Total Planted (Peat) (Ha)	Avg. Peat depth (m)
					Planted area (Ha) based on cycle of planting					
					1	2	3	4		
Malaysia	Region A	Estate 1	4281	1960	250	123	45		418	2
Malaysia	Region A	Estate 2	3426	2000	243				243	3
Malaysia	Region B	Estate 3	3257	1998	23	43			66	2.5
Malaysia	Region B	Estate 4	5311	1997	45	21			66	1.2
Indonesia	Region C	Estate 5	4356	1957	44	134	20		198	2.5
Indonesia	Region C	Estate 6	5312	2005	400				400	3
Indonesia	Region D	Estate 7	4221	2003	364				364	3
Indonesia	Region D	Estate 8	4124	2001	32				32	2.8

Auto filled based on “Legend” tab

Fill according to planned classification

Total planted area (mineral + peat)

1st year of planting on peat*

Area planted on peat by planting cycle*

Average peat depth (m)

7. Proceed to fill in the unplanted portion of the template. Definitions of each column is as below:

Unplanted area (Peat) (Ha)				Remarks (if any)
Other (Infra, buildings etc) Area (Ha)	Conservation (HCV,HCS, conservation) Area (Ha)	Peat rehabilitation Area (Ha)		
20	0	0		
0	21	2		
15	33	100		
17	43	0		
21	0	50		
5	23	53		
9	42	0		
12	29	26		

Area (ha) of roads, buildings, drains, infra on peat areas

Peat marked from conservation inclusive of HCV, HCS areas. Fill in hectareage containing peat for the respective areas only.

Peat areas previously planted with OP which have been rehabilitated.

8. Additional guidance (*):

a. Year of 1st planting


- i. The earliest year OP was planted on areas containing peat in the estate/plantation.
- ii. It is understood a plantation may have conducted **new land clearance** (strictly before Nov'18) on peat on multiple years (e.g. Estate 1 in the example above has plantings in 1960, 1985, 1998), select the earliest year (e.g. 1960)

b. Planted area (ha) based on cycle of planting

- i. To fill in the area (ha) based on the cycle of the current reporting period
- ii. For example, using the planting cycle of 20 years:
 - 1st cycle – never replanted (e.g. 1st planted in 2004, never replanted as at 2018)
 - 2nd cycle – replanted once (e.g. 1st planted in 1993, replanted once in 2013)
 - 3rd cycle – replanted two times (e.g. 1st planted 1960, replanted in 1980 and 2000)
- iii. In the example in the picture below, Estate 1 has total of 418 ha of OP planted on peat.
 - 1st planting new planting ever done on peat was 20ha (1960) followed 25ha (1961), 123ha (1993) and 250ha in 2004
 - As such, column “Year of 1st planting (Peat)” should be filled with the earliest year (1960)
 - Column for cycle 3 is 20ha + 25ha = 45ha
 - Column for cycle 2 is 123ha
 - Column for cycle 1 is 250ha

Country	Company/Region	Plantation/Estate Name	Total Estate planted area (Ha)	OP Planting on Peat					Total Planted (Peat) (Ha)
				Year of 1st planting (Peat)	Planted area (Ha) based on cycle of planting				
					1	2	3	4	
Malaysia	Region A	Estate 1	4231	1960	250	123	45		418

9. Key in the certification status for each plantation/estate by selecting either ‘Yes’ or ‘No’. This can be done by clicking on the drop-down option as shown below.

Certification status	
Yes	
No	
Yes	
Yes	
Yes	
No	
Yes	
Yes	

10. Once completed for all estates/plantations and regions/companies, the “Group summary” tab will be auto populated based on the information keyed in the “Company Inventory” tab.

	A	B	C	D	E	F	G	
1	RSPO Peat Inventory Reporting Summary							
2								
3	Company Name	ABC Plantation Company Ltd						
4	Membership Number	123456789						
5								
6		Total Planted area (Ha)	Summary of estates containing peat (Ha)					
7			Planted	Unplanted				
8				Conservation	Rehabilitation	Other		
9		34,238.00	1,787.00	99.00	191.00	231.00		
10								
11								
12	Company Name	Country	Total planted area (Ha)	Summary of peat area (Ha)				
13				Planted	Unplanted			
14				Total Area	Other (Infra, buildings etc)	Conservation (HCV,HCS, Conservation)	Peat (rehabilitation)	
15	Region A	Malaysia	7657	661	20	21	2	
16	Region B	Malaysia	8568	132	32	76	100	
17	Region C	Indonesia	9668	598	26	23	103	
18	Region D	Indonesia	8345	396	21	71	26	
19	Region E	Liberia	0	0	0	0	0	
20	Region F	Papua New Guinea	0	0	0	0	0	
21								
22								