

Summary of Thirty-Second Technical SRWG Meeting

The Thirty-Second (32nd) Shared Responsibility Working Group (SRWG) technical meeting was opened at 16:30 PM (MY Time) and 10:30 am (CET) April 30, 2024 by the Secretariat virtually.

The meeting started with a list of attendees for the meeting. The agenda of the meeting was presented to the SRWG briefly just after the anti-trust statement was read and acknowledged. The SR Unit presented on RSPO Secretariat updates, SR Units and SRWG, SR regional performance and SR strategy. The Secretariat thanked everyone for attending the meeting and looks forward to seeing everyone in the next meeting on 21st May, 2024 physically in Brussels, Belgium and also virtually.

The meeting was closed at 18:00 (MY Time) and 12:00pm (CET Time)

MINUTES OF MEETING OF RSPO
RSPO Shared Responsibility Working Group (SRWG) 32nd Technical Meeting

Date: April 30, 2024 (Tuesday)

Time: 16:30 - 18:00 (MY Time) and 10:30-12:00 (CET)

Venue: Virtual

Attendance:

<p>Members and Alternates</p> <ol style="list-style-type: none">1. Kamal Seth (KS, WWF International)2. Surina Binti Ismail (Sbl, MPOA)3. Julian Walker-Palin (JWP, RPOG)4. Lim Sian Choo (Bumitama Agri Ltd)5. Ayers Zhen Yi Hong (AZYH, Procter & Gamble) <p>Absent with Apologies</p> <ol style="list-style-type: none">1. Nursanna Marpaung (NM, HUKATAN)2. Harjinder Kler (HK, HUTAN)3. Joshua Lim (JL, Wilmar)4. Catarina Vivalva (CV, BNP Paribas)5. Hannah Mittner (HM, Lidl Stiftung & Co. KG)6. Ben Vreeburg (BV, Bunge)7. Brian Lariche (BL, Humana Child Aid Society, Sabah)	<p>RSPO Secretariat</p> <ol style="list-style-type: none">1. Lilian Garcia Lledo (LGL) (Yes)2. Divya Bajpai (DB) (Yes)3. Nurul Ain Binti Sazalli (NAB) (Yes)
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No	Description	Action Points
1.0	<p><u>Welcome Note</u> The Secretariat welcomed the SRWG members to the meeting. The SRWG members acknowledged the anti-trust statement prior to the meeting.</p> <p>The agenda of the meeting included:</p> <ol style="list-style-type: none"> 1. Welcoming and Agenda 2. Approval of the minutes 3. RSPO Secretariat updates <ul style="list-style-type: none"> ○ Action points ○ RSPO Secretariat updates ○ Status of key deliverables 4. SR Unit and SRWG 5. SR Regional performance and SR Strategy 6. AOB and next meeting. 	<ol style="list-style-type: none"> 1. To touch base with Hannah Mittner regarding her involvement with SRWG 2. To follow up with Catarina on her replacement
2.0	<p><u>Approval of Minutes</u> - 31st SRWG meeting (1st March) was forwarded via email on 29 April 2024. - Approval by Members via email (deadline 10th May, 2024). Secretariat to proceed with its uploading on the Website if no comments are received.</p> <p>It was updated, Catarina that she is not the right person anymore for being one of the members of SRWG and she is trying to bring someone, a key person from the bank Also Nursanna has not been joining many meetings due to language barrier.</p>	<ol style="list-style-type: none"> 3. Sian Choo will reach out to Nursanna regarding Nursanna participation in SRWG
3.0	<p><u>RSPO Secretariat Updates</u> Secretariat updates:</p> <ul style="list-style-type: none"> ● Latest announcements and news: <ul style="list-style-type: none"> ○ ACOP submission closed on <u>3 May 2024</u> 	

- [Celebrating 20 years of RSPO's sustainability journey - RSPO Social Media Messaging Toolkit \(pdf\)](#)
- [SR 2024 CSPO uptake targets and Verification Manual.](#)
- [RSPO UK Members' day examines shifting dynamics of doing business within Europe.](#)
- [Nearly two decades on, Europe continues to drive global demand for RSPO Certified Palm Oil.](#)
- [RSPO hosts first Africa downstream sustainable palm oil supply chain forum in Cape Town.](#)
- [Communicating Sustainable Palm Oil - examples of success across Europe](#) - webinar today 15 CET.
- **Upcoming meetings and events:**
 - Sustainable Palm Oil Dialogue Europe 22 May 2024, Brussels Belgium - [Registration](#)
 - [Save the date RT2024](#) - Amari Bangkok in Bangkok, Thailand, from 11 - 13 November 2024. Book room [here](#) - 31st July.

Overview action points:

- 30th SRWG Meeting - 19 November 2023 Jakarta
 - Secretariat to investigate the feasibility of automatising the SR Scorecard once MyRSPO is updated.- **ongoing**
 - Secretariat to follow up on the FIGG proposal of performing a legal review of the Guidance documents.-**ongoing**
 - SR Unit to engage one to one with the top 15 underperformers to understand the reasons behind the target not met.-**ongoing**
- 31st SRWG Meeting - 1 March 2024
 - Approach P&T (Godrej and Apical) if they are interested in joining the SRWG -**ongoing**

- Prepare the visuals on how it would look the SR Scorecard with the information of % physical and % credits - Shared with SRWG when ready-**ongoing**
- SR Unit to prepare a draft of the redefinition of SR impact and role of the different stakeholder categories - **ongoing**
- SR Unit to follow up on CSPO mapping exercise - align with MT colleagues on engaging key players.-**ongoing**

Status of key deliverables:

- SRWG - Verification Manual completed in April 2024
- SRWG - Stakeholders guidance (SR requirements implementation), scheduled to be completed in June 2024
- SRWG - CSPKO engagement plan and CSPO Mapping exercise, scheduled to be completed in July 2024
- SR Unit - SR knowledge sharing webinars scheduled to be completed in June 2024
- SR Unit - announcement and webinars on 2024 uptake target completed in April 2024
- SR Unit - Quarterly eGazette articles/comms activities completed in April 2024
- SR Unit - SR Scorecard - September update scheduled to be completed in July 2024
- SR Unit - Engagement with underperforming members based on ACOP 2022 and MyRSPO Jan 2024 scheduled to be completed in June 2024
- SR Unit - MyRSPO/SR Scorecard amendments scheduled to be completed in July 2024
- SR Unit - SR strategies scheduled to be completed in July 2024

<p>4.0</p>	<p>SR Unit and SRWG:</p> <p>SR Unit</p> <ul style="list-style-type: none"> ● SR Scorecard update in September 2024. <ul style="list-style-type: none"> ○ Including the Self Verification field in MyRSPO for members to report on that. Also including it in the Scoring methodology and SR Scorecard visuals - external vendor (Line) ○ Get % of uptake by physical vs credits from ACOP - alignment with IMEL Unit ○ Extraction on 3rd May (deadline of ACOP) to reach out members who did not report yet in MyRSPO and advice to do it before 1st July (deadline to complete MyRSPO SR section) ● Include in the membership application in MyRSPO the uptake questions (Q6 and Q7) needed to set up the CSPO uptake baseline for new members from 5 Sept 2023- members to be reached out to get their answers in the system. Visible in the SR Scorecard update in September 2025. ● Comms activities: <ul style="list-style-type: none"> ○ E-gazette articles <ul style="list-style-type: none"> i. April - 2024 Uptake targets and Verification Manual ii. May - July - Showcasing the SR top performers per region. ○ One to one emails - (ref: slides SR strategy) ○ Announcements on SR Scorecard update in September - in May and June ○ Translating the Verification Manual, SR factsheet and Uptake targets factsheet into Japanese, Spanish and Chinese. ○ Updating and correcting the MyRSPO guidance on SR reporting ● Budget FY25 (July 2024 - June 2025) 	<ol style="list-style-type: none"> 1. To discuss in Brussels how to integrate SR in the RSPO 5 years strategy 2. To discuss with MT on the active participation and engagement with the members and stakeholders aside from webinars and forums for SR 3. To discuss what are the topics or content that we can bring to encourage our members and present in the RT 4. Check with RT committee if there is a section/space after RT where to have a workshop 5. To put a list of assurance issues and give to Kamal to discuss in the Assurance Standing Committee 6. Regarding Grower RoW vacancy - check with Africa's best performers, and ask them to join us or perhaps someone from Thailand 7. To check on the hiring status of the new staff on the Banks & Investors engagement, because we need the engagement of the B&I in our SR
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SR Unit - budgeted activities
SR awareness sessions on annual uptake targets - Annual webinars (translation)
Attending RSPO events. SR socialisation -physical sessions and/or webinars.
MyRSPO - SR section update
SRWG physical meetings (twice per year)
Development of stakeholders SR implementation guidance (translation and webinars)
Update of the SR scorecard webpage (IT development)
SR performance analysis and internal alignment (e.g IMEL and SR Unit meetings, etc.)
SR members resources (factsheets - incl translation)
SR thematic workshop - SH inclusion sessions (NA-Latam, Africa-EU, India/China - Thailand, Malaysia, Indonesia)

- CSPKO engagement plan brought to the **SCT WG**.
 - Mills (Latam, Indonesia and Malaysia) and ISH (Thailand, Latam and Malaysia) were requested to answer why did they have unsold CSPK / CPSKO Credits in their previous license.
 - The CSPK is sold to an RSPO Member who demands for certified material but is not RSPO SCC Certified.
 - The Member are selling all their CSPK volume to their *own subsidiary* as conventional.
 - Incorrect registration of transactions in PT, i.e volumes sold as conventional are not removed in PT.
 - Commercial factors: lack of clients, buyers want the cheapest, etc.
 - ISH groups claimed to sell everything certified (Credits or FFB)- Incorrect registration in PT.

Update from Secretariat :The grower should remove their certified as conventional as in the system, but they don't want to do that as they might lose their volume. One of the issue in North America, members do not want to be certified because of cost reasons, therefore they do not care about the official status. We have now just change the claim and communication document. Members can now claim that they use certified palm oil in their products without being certified, which before was not allowed.

SRWG member: As RSPO Growers, we have to produce RSPO certified oil, kernel, as well as palm oil, but we cannot sell it as certified to somebody who buys it conventional, so that is why we found that there are members who buy them as conventional to their subsidiary.

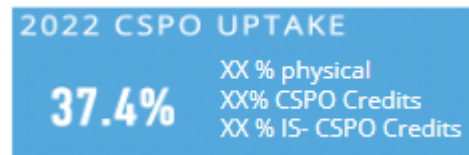
SRWG

○ SRWG members:

- Grower SH rep replacement: **Hazmilah Sulaiman** - Wild Asia - No objection was raised
- **P&T** self nomination: **Selina Winter** - Icof group, Musimmas – No objection was raised
- **CGM** self nomination: **Servane Molendini** - Biscuits International - No objection was raised
- **Vacancies:** Growers Row, 2 seats B&I - Catarina informed looking for an internal replacement.
- **1 seats P&T** still available- asked to nominate someone before withdrawal.

SRWG questioned about the B&I involvement and it was updated by Secretariat that “JD had a call with the FICG group, they are not reporting to anyone for now, and they discuss what are the expectations from both side. So they are not comfortable enough to go out of that group and represent all of them yet so JD mentioned that there will be someone from secretariat who will be engaging the Banks and Investors “

○ Inclusion in the SR Scorecard:



- Differentiate the Uptake by SC model, i.e. Physical vs Credits.
- Self verification field to be included in MyRSPO and appearing in the SR Scorecard
 - Example of the statements:
 - “Member X confirm the implementation of the RSPO Shared Responsibility requirements in our palm oil related

	<p>operations”</p> <ul style="list-style-type: none"> - “Moreover, member X have the following sustainability schemes in place: xxxxxxx, covering the SR requirements xxxxxx” - More suggestions? <ul style="list-style-type: none"> - Julian agrees with first statement of this self verification field - Lilian: also agrees on using the first statement and will answer the members if they ask us on this <ul style="list-style-type: none"> ● Calls in 2024: Settled and included in the calendar - 21 May, 16 July, 19 Sept, Nov (Thailand) tbd. ● 4th physical meeting in Brussels - 21 May, 14h00 – 18h00: <ul style="list-style-type: none"> ○ Attendance: Yes (physically): Julian Walker-Palin, Kamal Seth, Surina Ismail. No P&T, CGM, sNGO, B&I. ○ Zoom link available - normal audio. ○ Lunch is included - 12h00 – 14h00 ○ Draft (proposed) agenda: <ul style="list-style-type: none"> ■ 14h00 – 14h30 - Welcoming and latest relevant updates ■ 14h30 – 16h15 - Future of SR. Rethinking the impact to achieve through SR - role of the different categories. ■ 16h15 – 16h30 - Break ■ 16h30 – 17h30 - Results of non-performers engagement / survey. <ul style="list-style-type: none"> Define a strategy to incentivise uptake - engagement key players from different angles - role of SRWG members. ■ 17h30 – 17h50 - SR Session during RT24 - topic to bring, goal to achieve. ■ 17h50 – 18h00 - AOB and closing. ■ Dinner at Serra Brussels at 19h. Meeting in lobby at 18:50 	
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SR Regional performance and SR Strategy

- **SR regional performance - Uptake target Reporting rates.**
 - i. Globally, **1861** active members eligible to comply with SR by January 2024.
 - ii. **Latam** - 85 members; **North America (NA)** - 269 ; **Europe (EU)** - 896; **Region of Bangladesh (2), India (38), Pakistan (4), Sri Lanka (3), Thailand (43) = 90**; **Africa** - 46; **China** - 56; **Japan** - 138.

Category	Did report (%) Jan 2024	Did report Latam Jan24	Did report NA Jan24	Did report EU Jan24	Did report Region of India/Thailand Jan24	Did report Africa Jan24	Did report China Jan24	Did report Japan Jan24
P&T	32%	40% (25)	30% (23)	36% (103)	22% (5)	21% (6)	24% (10)	23% (18)
CGM	33%	30% (7)	32% (50)	32% (173)	24% (15)	27% (4)	57% (8)	44% (24)
RT	60%	-	57% (12)	64% (29)	NA	67% (2)	0%	75% (3)
B&I	75%	-	-	67% (6)	NA	NA	-	-
eNGO	49%	-	36% (5)	63% (5)	NA	NA	-	0%
sNGO	50%	-	100% (1)	75% (6)	NA	NA	-	-
Total members	34% (642)	38% (32)	34% (91)	36% (322)	22% (20)	26% (12)	32% (18)	33% (45)

- **Global SR Strategy** - Engagement and SR socialisation:
 - i. Reach the non performers on uptake target per region - refer to survey. Current responses: 44 P&T, CGM, Ret, 7 NGOs.
 - ii. SR webinars.
 - iii. Promotion of Top Performers through RSPO E-gazette articles - Latam, NA, EU and Japan/RoW(?).
 - iv. Onboarding new members webinars in different regions (lead with MT colleagues) - SR content.

8.

Region/country	One to one engagement - uptake non performers	Webinar (incl uptake targets and VM)	Attendees	E-gazette	Top performers
India (+Sri Lanka, Bangladesh and Pakistan - RoW)		15 9 April 2024	28*	-	-
Thailand (RoW)		13 9 April 2024	*	-	-
China		7 17 April 2024	42	-	-
Africa		15 18 April 2024 (physi)	40 (tbc)	?	1
Japan (RoW)		45 24 April 2024	115	?	4
Latam		32 29 April 2024	37 (registered)	May	3
Europe	171*	TBD		July - tbc	55
Indonesia		9 TBD		?	2
Malaysia		22 TBD		?	2
North America		42 TBD		June - tbc	19
NASPON members	(Included in NA)	15 May		-	(Included in NA)
RoW*		37 NA		?	7 (5 Singapore, 1 Australia, 1 New Zealand)

*RoW - Australia, Hong Kong, Oman, Philippines, Saudi Arabia, Singapore, Taiwan, Turkey, United Arab Emirates, Vietnam.

Total members engaged **one to one** - additional request to answer survey : 237 members (58% of non performers)

6.0

AOB

-Next meeting on **21 May (Physical and virtual) - Brussels.**