




2nd Quarter 2017
ASSURANCE TASKFORCE PROGRESS REPORT












ASSURANCE TASKFORCE | 2ND QUARTER PROGRESS UPDATE REPORT | 31 JULY 2017

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SUMMARY OF PROGRESS STATUS

Status Code Legend	 Completed
	 On Track/ On-going: Project is on schedule
	 Pending

ACTIVITY 1: Develop clear, mandatory guidelines on the minimum acceptable quality of HCV assessments		1.1 To provide a summary report on the HCV ALS and quality control of the HCV assessment reports.
		1.2 To prepare a guideline for prospective HCV licensed assessors
ACTIVITY 2: Develop clear, mandatory guidelines on assessments of Free Prior and Informed Consent (FPIC) in the New Planting Procedure (NPP)		2.1 To develop clear, mandatory minimum guideline on assessment of FPIC in NPP process.
ACTIVITY 3: Develop and institute a transparent and robust system for monitoring the quality of assessments		3.1 To develop a minimal guidance for social audit and training for CB auditors and growers and CBs.
		3.2 To develop the minimum guideline and checklist for Partial Certification and then provide training for growers and CB auditors
		3.3 Develop the minimum guidelines for SEIA and NPP components and provide training for growers and CBs based on minimum guidelines
		3.4 To conduct a study on remuneration of CBs/Auditors
		3.5 To organize capacity building and outreach program for RSPO member (growers).
		3.6 To provide concrete guidance to CBs (and growers) to use the proper sources of maps (such as community land maps, peat) as reference.
		3.7 Preparation on Jurisdictional Approach & RSPO NEXT – suggested approach by Assurance TF
Activity 4: Monitor the quality and performance of Auditors and pursue suspensions or sanctions against		4.1 To provide the summary of the compliance report by end of December 2016 to be published on ASI and RSPO websites

underperforming or persistent offenders	●	4.2 To monitor quality and performance of Auditors and pursue suspensions or sanctions against underperforming or persistent offenders
	●	4.3 To provide capacity building to CB/Auditor by providing training for lead auditors and team members
	●	4.4 A system to keep track of certificate status (which certificates are suspended/withdrawn/terminated) and the non-compliance(s) reported in the audit report
	●	4.5 To produce option paper on how to de-link CBs and Certificate Holder(s) (CH)/client-company (enhance independence CBs).
	●	4.6 Quality improvement for CB-hired reviewers
Activity 5: Monitor RSPO members' adherence to required procedures and report all members that omit submitting NPP notifications, before clearing lands, to the Complaints Panel	●	5.1 Review of complaints mechanism (hosted by resp. RSPO, ASI, HCVRN), accessibility and feedback system
	●	5.2 Monitoring of NPP area. EIA and Grassroots report claimed weaknesses or lack of post-NPP monitoring. The area will be checked only at the time of initial audit which may come 5 years after completion of new plantings. Any deviation from the NPP plan detected at the time of audit are already considered 'damage done'.

1. Introduction

At the RSPO 12th General Assembly (2015) the RSPO delegates passed a resolution on ensuring quality, oversight and credibility of RSPO Assessment.

The Resolutions clarified that:

- ⊕ The RSPO relies on Auditors, Assessors and Certification Bodies (hereafter collectively 'Auditors') to conduct independent, third-party inspections to ensure that members conform to its standard.
- ⊕ Auditors play a critical role in carrying out participatory Social and Environmental Impact Assessments (SEIAs), identifying of High Conservation Value (HCV) areas, and in determining whether processes are in place for Free, Prior and Informed Consent (FPIC).
- ⊕ Robust and effective assessments can ensure violations of the standard are identified and addressed at the earliest stages of plantation development, through the New Planting Procedure (NPP), serving as a critical control point within the certification process.
- ⊕ Effective assessments form the bedrock of credibility for the RSPO, providing assurance to CSPO buyers and preventing growers from entering into costly Complaints proceedings.
- ⊕ The RSPO currently lacks clear and/or complete mandatory guidelines on minimum standards of quality for HCV assessments, FPIC and NPP plans.
- ⊕ The RSPO currently lacks an effective system of monitoring and oversight for Auditors.
- ⊕ The Complaints Panel has upheld allegations that growers have submitted documents predicated on 'fraudulent' assessments, which have not been screened out by Auditors.
- ⊕ 87% of complaints submitted to the Complaints Panel (as of Sep 2015) are linked to certification decisions or components of it.
- ⊕ Improving the quality and oversight of assessments, and the monitoring of Auditors, is the most effective means of ensuring future supply of CSPO and market credibility.

Hence, the Resolutions proposes that mandate be granted to the Secretariat, acting in coordination with members and in accordance with ISEAL procedures, to:

1. Develop clear, mandatory guidelines on the minimum acceptable quality of HCV assessments;
2. Develop clear, mandatory guidelines on assessments of FPIC in the New Planting Procedure;
3. Develop and institute a transparent and robust system for monitoring the quality of assessments;
4. Monitor the quality and performance of Auditors and pursue suspensions or sanctions against underperforming or persistent offenders;

5. Monitor RSPO members' adherence to required procedures and report all members that omit submitting NPP notifications before clearing lands to the Complaints Panel.

At the same event, a report '**Who Watches the Watchmen**' was published and distributed by Environmental Investigation Agency (EIA) and Grassroots, criticizing the RSPO assurance system. It claims many failing sectors and weaknesses in the current RSPO system as follow:

Failings Sector	Weaknesses
Oversight of Certification Bodies	<ul style="list-style-type: none"> ● Annual assessments by ASI on Certification Bodies' competence were not clearly and publicly disclosed. ● This creates a lack of transparency over rulings and removes some degree of liability in the form of reputational damage.
Poor technical knowledge	<ul style="list-style-type: none"> ● Weaknesses in auditor's understanding of the Standard, particularly related to social criteria are identified. ● The depth of these weaknesses is striking and verification of flawed assessments persist, more than two years after the appointment of ASI.
Weak guidance on SEIA	<ul style="list-style-type: none"> ● The 2015 NPP draft states that SEIAs conducted for the NPP must be "comprehensive, participatory and led by an independent consultant compliant with national standards". ● The guidelines are weak, ambiguous and provide inadequate publicly available guidance on the mandatory methodology.
Weak consultation in the NPP	<ul style="list-style-type: none"> ● Comments from Public Consultation in the 2015 NPP draft remain passive and simplistic. ● RSPO is responsible for sharing assessment summaries at the local (or plantation) level with companies. ● The local communities and affected stakeholders poses a challenge as the content of the public notification only available in English. ● Public comments are referred back to the plantation company even when there is evidence of substantive violations.
Weak guidelines for post-NPP monitoring	<ul style="list-style-type: none"> ● No sufficient guidance provided in the 2015 NPP draft on how the implementation of SEIA and HCV assessments will be monitored. ● Monitoring and verification of NPP implementation in annual compliance assessments or re-certification assessments is unclear.

	<ul style="list-style-type: none"> ● RSPO states certified areas are assessed annually and uncertified holdings will be assessed once every five years.
<p>Weak guidelines on FPIC verification</p>	<ul style="list-style-type: none"> ● Guidelines on requirements and verifications on FPIC are confusing and misleading and can potentially be exploited by growers and Certification Bodies. ● Some statements in the NPP suggest that Certification Bodies can verify "consent" where agreements have still not been made which, other than being illogical, raises questions and concern as to whether communities are giving consent.
<p>Fraudulent behavior</p>	<ul style="list-style-type: none"> ● RSPO should maintain a zero-tolerance policy towards auditors who knowingly verify false statements in assessments and an aggressive approach to identifying this matter is clearly not yet in place.
<p>Evasion of the NPP</p>	<ul style="list-style-type: none"> ● The RSPO lacks mechanisms to identify non-compliance by members who fail to self-report. ● The RSPO needs to establish proactive mechanisms to identify non-compliance with the NPP.
<p>Weaknesses in the Complaints System</p>	<ul style="list-style-type: none"> ● The Complaints System has failed to properly address the complicity of auditors in non-compliances that lead to complaints. ● Measures are not taken against auditors even when the failings of auditors are highlighted in the complaints. ● The most important flaw in the complaints system is that, in most cases, complaints only arise after considerable harm has already been done.

The RSPO BoG then endorsed the formation of the Assurance Task Force to implement Resolution 6h/2015, as well as to address observations made in the report on “Who Watch the Watchmen” by EIA and Grassroots.

3. Members of the Assurance Taskforce, Steering Group and Reference Panel

The Assurance Task Force is comprised of staff of the RSPO Secretariat working in tandem with ASI and HCVRN counterparts. The Steering Group, made up by members of the RSPO Board of Governors, offers oversight and strategic guidance. The Reference Panel, comprised of RSPO member organization representatives and external experts, offers a sounding board and critical input and feedback.

STEERING GROUP (MEMBER OF BOARD OF GOVERNORS)

<i>Member</i>	<i>Organisation</i>
Paul Wolvekamp (Facilitator)	Both ENDS
Hugo Byrnes	Ahold
Stephen Watson	WWF-International
Dr Gan Liang Tiong	Musim Mas
Jonathan Horrell	Mondelez
Daryll Delgado	SEA Verite
Anne Rosenbarger	WRI
Ian Hay	HSBC
Audrey Lee	Olam

TASK FORCE MEMBERS (RSPO SECRETARIAT) / COUNTERPARTS

<i>Member</i>	
Technical Department	Salahudin Yaacob
	Julia Majail
Communication Department	Stefano Savi
Impact Department	Ooi Soo Chin
ASI	Laszlo Mathe
HCV RN	Paulina Villalpando

REFERENCE PANEL (EXPERTS)

<i>Member</i>	<i>Organisation</i>
Daniel Seligman	Columbia Research Group
Jago Wadly	EIA
Marcus Colchester	Forest People Program
Andrew Ng	Grassroot
Grant Rosoman (available for feedback)	Greenpeace
Eric Wakker	Aidenvironment
Faizal Parish	GEC
<i>*Representative from Certification Bodies</i>	<i>Robert Cheong – yet to confirm</i>
<i>**Representative from other RT Scheme</i>	<i>Achim Droste (FSC) – yet to confirm</i>

The TF had its 1st meeting in Bangkok on 9 Nov 2016 and has agreed to implement specific designated activities.

4. Objective of the Assurance Taskforce

The main objective of the Task Force (TF) is to drive the implementation of Resolution 6h, as stipulated by the Terms of Reference (ToR), and to upgrade/enhance the effectiveness of RSPO's assurance program.

The assurance system covers assessments (of HCV, SEIA, GHG), verification (NPP), audits (CB) and oversight (including ASI accreditation).

The TF, therefore, is assigned to identify all necessary steps and act accordingly to ensure robust assessment, verification and certification against the RSPO standard and roles required from all parties, notably certifying bodies and lead auditors, assessors and growers.

5. Q2 2017 Progress Updates on Activities undertaken by the Assurance Taskforce

The following are the progress updates of the Taskforce activities up to end of June 2017. A Status Code is hereby used to indicate the current status of the implementation of each of the activities.

Status Code Legend	● Completed
	● On Track/ On-going: Project is on schedule
	● Pending

ACTIVITY 1: develop clear, mandatory guidelines on the minimum acceptable quality of HCV assessments

No	1.1
Task	To provide a summary report on the HCV ALS and quality control of the HCV assessment reports.
Progress Indicator	●
Milestone/Deliverables	HCV ALS and quality control of the HCV assessment reports is available.
ATF/RG Member in-charge	Paulina Villalpando (HCVRN)
Progress (July 2017)	<ul style="list-style-type: none"> HCV Assessor Licensing Scheme (ALS) Progress Report for the RSPO Assurance Taskforce (Resolution 6H) was shared with Reference Panel (21st March 2017). The progress report is now available in RSPO Website since April 2017. <p>(http://www.rspo.org/about/who-we-are/task-forces/assurance-task-force)</p>


No	1.2
Task	To prepare a guideline for prospective HCV licensed assessors
Progress Indicator	●
Milestone/Deliverables	Guideline for prospective HCV licensed assessors is available and published.
ATF/RG Member in-charge	Paulina Villalpando (HCVRN)
Progress (July 2017)	<ul style="list-style-type: none"> The information is available on HCV ALS Progress Report as well as available in the HCVRN website (https://www.hcvnetwork.org/als/documents-and-guidance)


	<ul style="list-style-type: none"> • Salahudin Yaacob now is a member of HCVRN management committee. • HCVRN has developed training modules on HCV Assessor Licensing Scheme (ALS). Training via webinars targeting growers and CBs will be held on 8 Aug (English), 9 Aug (Spanish) and 10 Aug (Indonesian). • 139 participants have signed up (as of 4 Aug) to for these webinar sessions.
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ACTIVITY 2: Develop clear, mandatory guidelines on assessments of Free Prior and Informed Consent (FPIC) in the New Planting Procedure (NPP)


No	2.1
Task	To develop clear, mandatory minimum guideline on assessment of FPIC in NPP process.
Progress Indicator	●
Milestone/ Deliverables	1. Mandatory Guideline on Assessment developed Provide training for growers and CB
ATF/RG Member in-charge	Marcus Colchester and Patrick Anderson (FPP)
Progress (July 2017)	<ul style="list-style-type: none"> • Training module has been developed and used to train CB, Endorsed Trainers, Accreditation Body in CB Workshop (May 2017, Bandung Indonesia). • Another CB workshop is scheduled in Colombia (October 2017). • Training for Growers is planned in Malaysia (Q1, 2018), Latam (Q2, 2018) and Indonesia (Q3, 2018). <p>FPIC training for CB Auditors and growers organized by RSPO Secretariat.</p>


ACTIVITY 3: Develop and institute a transparent and robust system for monitoring the quality of assessments


No	3.1								
Task	To develop a minimal guidance for social audit and training for CB auditors and growers.								
Progress Indicator									
Milestone/Deliverables	<ol style="list-style-type: none"> Guidance for Social Audit is available for RSPO CBs and growers are trained on social auditing. 								
ATF/RG Member in-charge	Daryll Delgado (Verite)/ Labour Task Force (LTF). For more information relating to Labour Task Force activities, please see Appendix A.								
Progress (July 2017)	<ul style="list-style-type: none"> Verite conducted a 1-day session at the CB workshop in January 2017 on labour issues and gaps in labour auditing. This was an introductory session on labour auditing and helped to identify the obstacles faced by CBs. Verite, the Chair of the Labour Task Force (LTF), will develop a training agenda for the RSPO related to labour matters. Verite will continue with the training and capacity building for the CBs (Q4, 2017). Together with the LTF, a plan for this year been outlined as follow: <p>Proposed timeline (2017):</p> <table border="1"> <thead> <tr> <th>Period</th> <th>Task</th> </tr> </thead> <tbody> <tr> <td>1st & 2nd Qtr</td> <td>Assessment of level of compliance; labour standards and protocols guidance document. Still on-going.</td> </tr> <tr> <td>3rd Qtr</td> <td>Labour implementation guidance document; recommendations to training curriculum, criteria to accredit labour auditors; expansion of the certification methodology and scope. On-going.</td> </tr> <tr> <td>4th Q</td> <td>Roll out initial round of training and capacity building activities</td> </tr> </tbody> </table>	Period	Task	1 st & 2 nd Qtr	Assessment of level of compliance; labour standards and protocols guidance document. Still on-going.	3 rd Qtr	Labour implementation guidance document; recommendations to training curriculum, criteria to accredit labour auditors; expansion of the certification methodology and scope. On-going.	4 th Q	Roll out initial round of training and capacity building activities
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4 th Q	Roll out initial round of training and capacity building activities								


No	3.2
Task	To develop the minimum guideline and checklist for Partial Certification and stakeholder consultation then provide training for growers and CB auditors.
Progress Indicator	
Milestone/Deliverables	<ol style="list-style-type: none"> Minimal guidelines Checklist Training for growers and Training for CB auditors
ATF/RG Member in-charge	Eric Wakker (AidEnvironment)


Progress (July 2017)	<ul style="list-style-type: none"> • A training module which includes the minimum guidelines and checklist for Partial Certification has been prepared (Draft 1). Draft 1 will be used during the CB workshop scheduled to be held in September 2017 (Malaysia). • After the training (CB Workshop in Sept 2017), the module will be finalized taking into account the comments from the participants of the CB Workshop and shared with the Assurance Task Force for endorsement.
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No	3.3
Task	Develop the minimum guidelines for SEIA and NPP components and provide training for growers and CBs based on minimum guidelines
Progress Indicator	
Milestone/Deliverables	<ol style="list-style-type: none"> 1. Minimum guidelines for SEIA components 2. Minimum guidelines for NPP components 3. Trainings for CBs and growers based on the above
ATF/RG Member in-charge	Andrew Ng (Grassroots)
Progress (July 2017)	<ul style="list-style-type: none"> • Grassroots was tasked and agreed to develop the guidance for SEIA for Sept 2017 CB workshop and will work with the RSPO Secretariat to roll out the training for both CBs and growers. • Grassroot recently has requested for extension of delivery of this output.


No	3.4
Task	To conduct a study on remuneration of CBs/Auditors
Progress Indicator	
Milestone/Deliverables	<ol style="list-style-type: none"> 1. Analysis on remuneration of CBs/Auditors is available 2. To come up with recommendation for improvement on to CB audit costs and benefits, related to palm oil production.
ATF/RG Member in-charge	RSPO Secretariat
Progress (July 2017)	<ul style="list-style-type: none"> • Dr Steffen Preusser has been engaged to carry out this study. Steffen has conducted interviews with CBs (Malaysia and Indonesia) and ASI in early February 2017. Report is now completed. • RSPO Secretariat will consult SG and RP for implementation of the recommendation.


No	3.5
Task	To organize capacity building and outreach program for RSPO member (growers).
Progress Indicator	
Milestone/Deliverables	
ATF/RG Member in-charge	RSPO Secretariat
Progress (July 2017)	<ul style="list-style-type: none"> • This is an on-going activity in the annual road map of the RSPO Secretariat. • RSPO has organized a series of Outreach activities for members including growers in Malaysia (1) and Indonesia (6). The same will be organized in Latam (October 2017), Africa (October 2017) and Thailand (September 2017). • The topics covered include Certification, Group Membership, FPIC, Labour, RaCP, Complaints, NPP, HCV, GHG Calculator, HCS, PalmTrace and Supply Chain Certification (SCC).

No	3.6
Task	To provide concrete guidance to CBs (and growers) to use the proper sources of maps (such as community land maps, peat) as reference.
Progress Indicator	
Milestone/Deliverables	<ul style="list-style-type: none"> • Development of guidance documents for CBs and Growers on usage of maps. • Provide access to sources of reference to appropriate maps.
ATF/RG Member in-charge	RSPO Secretariat
Progress (July 2017)	<ul style="list-style-type: none"> • RSPO Secretariat will pursue the possibility of having a link on community maps, currently being developed by the Indonesian Mapping Network. • CBs have been encouraged to use maps on WRI platform in their audits. • RSPO Secretariat has come out with GeoRSPO platform where concession maps can be accessed for reference and validation of audits findings purposes. • GIS Unit has been created within RSPO Secretariat, with GIS Manager taking office by 1st Sept. This will strengthen the capacity of the Secretariat on mapping.


No	3-7
Task	Preparation on Jurisdictional Approach & RSPO NEXT – suggested approach by Assurance TF
Progress Indicator	
Milestone/Deliverables	Standard and System for RSPO Next and JA are developed.
ATF/RG Member in-charge	RSPO Secretariat
Progress (July 2017)	<ul style="list-style-type: none"> • RSPO NEXT Standard and System are in place and to-date one company has been certified. • Jurisdictional Approach (JA) to certification is on-going. Currently, there are 4 pilot sites identified. • JA System document to be developed.

ACTIVITY 4: Monitor the quality and performance of Auditors and pursue suspensions or sanctions against underperforming or persistent offenders


No	4.1
Task	To provide the summary of the compliance report by end of December 2016 to be published on ASI and RSPO websites
Progress Indicator	
Milestone/Deliverables	Summary of Compliance Report is ready and published in the website of ASI and RSPO.
ATF/RG Member in-charge	Laszlo Mathe (ASI)
Progress (July 2017)	<ul style="list-style-type: none"> • The RSPO Integrity Report (including the section on compliance assessments) is completed and has been published on ASI website (March 2017), and in RSPO website (April 2017) (http://www.rspo.org/about/who-we-are/task-forces/assurance-task-force). • ASI Update on the RSPO Accreditation Program for Q2 2017 is now available. See Annex 1.


No	4.2
Task	To monitor quality and performance of Auditors and pursue suspensions or sanctions against underperforming or persistent offenders.
Progress Indicator	
Milestone/Deliverables	1. Consistent and effective CBs and HCV Licensed Assessors quality and performance monitoring by ASI and HCV-RN

	2. Publicly accessible RSPO Lead Auditors and HCV ALS registry.														
ATF/RG Member in-charge	Laszlo Mathe (ASI) Paulina Villalpando (HCVRN)														
Progress (July 2017)	<p>Monitoring the quality and performance of the Auditors are an on-going task of ASI and HCV-RN. One (1) CBs is currently under suspension. CBs under suspension are required to address the non-compliances raised by ASI (the results of the witness audits and compliance audits are published on the ASI website). Failure to do so within a stipulated timeframe will result in termination of the accreditation.</p> <p>List of Accredited CBs:</p> <table border="1"> <thead> <tr> <th>Scope</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>P&C only</td> <td>4</td> </tr> <tr> <td>SCCS only</td> <td>13</td> </tr> <tr> <td>P&C and SCCS</td> <td>9</td> </tr> </tbody> </table> <p>(Updated: July 2017)</p> <ul style="list-style-type: none"> The registry of lead auditors is ready and some of the CBs have started to update the information in the registry. ASI will get back to RSPO Secretariat with regards to making this public while considering issue related to data protection legislation. <p>Status of HCV assessor Licensed:</p> <table border="1"> <thead> <tr> <th>Scope</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Provisional Licenses Issued</td> <td>79 <i>Renewed - 70</i> <i>Not Renewed - 9</i></td> </tr> <tr> <td>Full licenses issued</td> <td>8</td> </tr> </tbody> </table> <ul style="list-style-type: none"> (Note: Licensed issued between October 2014 – December 2016) 	Scope	Total	P&C only	4	SCCS only	13	P&C and SCCS	9	Scope	Total	Provisional Licenses Issued	79 <i>Renewed - 70</i> <i>Not Renewed - 9</i>	Full licenses issued	8
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No	43
Task	To provide capacity building to CB/Auditor by providing training for lead auditors and team members
Progress Indicator	
Milestone/Deliverables	<ol style="list-style-type: none"> Quality of trainer and training materials/ curriculum for lead auditors and auditors are improved Capacity of Lead Auditors and team members improved and strengthened.
ATF/RG Member in-charge	RSPO Secretariat (Technical Department)
Progress (July 2017)	<ul style="list-style-type: none"> RSPO Lead Auditor training syllabus has been revised and is available on RSPO website. Other specific training (FPIC, Partial Certification, SEIA, Social Auditing) are being conducted this year for CBs.

	<ul style="list-style-type: none"> • RSPO has recently endorsed another Lead Auditor trainer, CheckMark. • The content of Public Summary Report has been discussed with CBs during the CB Workshop (May 2017). • The recent Certification System document which endorsed by the BoG in June 2017 has make it mandatory for all auditors to undergo refresher training every 3 years.
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No	4.4
Task	A system to keep track of certificate status (which certificates are suspended/withdrawn/terminated) and the non-compliance(s) reported in the audit report.
Progress Indicator	
Milestone/Deliverables	Tracking System on Certificate System is available on the RSPO website.
ATF/RG Member in-charge	
Progress (July 2017)	<ul style="list-style-type: none"> • The status of each certificate (P&C and SCC) are on RSPO System through PalmTrace. • RSPO website currently tabulate all active certificates. • Improvement is currently being made to include suspended/withdrawn or terminated certificates.

No	4.5
Task	To produce option paper on how to de-link CBs and Certificate Holder(s) (CH)/client-company (enhance independence CBs).
Progress Indicator	
Milestone/Deliverables	Report on how to de-link CBs and Certificate Holders
ATF/RG Member in-charge	RSPO Secretariat
Progress (July 2017)	<ul style="list-style-type: none"> • A consultant has been engaged to carry out this study. • Report is now completed. • RSPO Secretariat will consult SG and RP for implementation of the recommendation.

No	4.6
Task	Quality improvement for CB-hired reviewers

Progress Indicator	●
Milestone/ Deliverables	Quality Review of CBs Public Summary
ATF/RG Member in-charge	ASI and RSPO Secretariat
Progress (July 2017)	<ul style="list-style-type: none"> RSPO Secretariat is working with ASI to come up with a system for a peer review exercise, particularly focusing on the training of reviewers, to ensure quality and consistency.

ACTIVITY 5: Monitor RSPO members' adherence to required procedures and report all members that omit submitting NPP notifications, before clearing lands, to the Complaints Panel

No	5.1
Task	Review of complaints mechanism (hosted by resp. RSPO, ASI, HCVRN), accessibility and feedback system
Progress Indicator	●
Milestone/ Deliverables	RSPO, ASI, HCVRN's Complaint Mechanism(s) are reviewed.
ATF/RG Member in-charge	RSPO Secretariat (Impact)
Progress (July 2017)	<ul style="list-style-type: none"> RSPO Complaints and Appeal Procedure has been endorsed by BoG on 14th June 2017. See Annex 2. HCVRN and ASI have their own complaint system.

No	5.2
Task	Monitoring of NPP area. <i>EIA and Grassroots report claimed weaknesses or lack of post-NPP monitoring. The area will be checked only at the time of initial audit which may come 5 years after completion of new plantings. Any deviation from the NPP plan detected at the time of audit are already considered 'damage done'.</i>
Progress Indicator	●
Milestone/ Deliverables	Effective NPP monitoring system by RSPO
ATF/RG Member in-charge	RSPO Secretariat

<p>Progress (July 2017)</p>	<ul style="list-style-type: none"> ● RSPO Secretariat is planning to establish a section (Investigation Unit) to carry out annual monitoring of NPP areas. ● RSPO Secretariat will start the process of engaging a GIS manager who will oversee monitoring of NPP areas. ● RSPO Secretariat will be working with HCVRN to establish the platform for monitoring of NPP areas, including social, ecological & HCS ● Sanctions will be imposed on company(ies) that deviate from the NPP plan. ● Sanctions on NPP non-submitters have been approved by the BoG and are currently being implemented. ● NPP for Smallholders Guidance is currently being developed and expected to be completed by October 2017.
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6. Next Action Points

The following are the urgent action point to be taken by the Taskforce the 3rd Quarter of 2017:

- 6.1 To agree on follow-up actions on the recommendations provided in the reports by Dr Steffen Preusser and Liza Murphy.
- 6.2 To finalize the Progress Update Report for Q2 2017 and to upload it in the RSPO website.
- 6.3 NPP monitoring and enforcement – synchronization with Complaint Panel
- 6.4 To call for meetings/webinars with the Steering Group and the Reference Panel, to assess progress and adequate delivery of Resolution related outcomes.
- 6.5 To set a date for the TF members physical meeting in November 2017, around RT15.

7. Appendix A - Activities RSPO is engaged with relating to addressing potential Labour / Child Labour issues

Activity/Initiative	Progress
<p>Memorandum of Understanding (MoU) signed between RSPO & Unicef with objective of safeguarding rights of children and working families in the palm oil sector</p>	<p>A number of activities outlined to promote children's rights in the sector, including;</p> <ul style="list-style-type: none"> ● Piloting and implementing of UNICEF workplace programme (in Indonesia) ● Mainstreaming child rights into RSPO governance structure, sustainability standards, programs and activities ● Creating awareness and disseminating good practice examples and guidance on child rights among RSPO members ● Technical coordination and research on children's rights in the palm oil sector. <p>The pilot project is taking place in Indonesia and consists of four stages of implementation:-</p> <ol style="list-style-type: none"> 1) Awareness workshops 2) Baseline survey 3) Plantation trainings 4) Donor report <ul style="list-style-type: none"> ● On June 19 2017, there was a meeting with the Ministry of Women and Children; the high ranking personnel of those companies which are keen to participate in the pilot project ● Baseline assessment and training on the ground will take place before November 2017.
<p>Labour Task Force (LTF)</p>	<ul style="list-style-type: none"> ● The Labour Task Force (LTF) formed in March 2017 ● For the first 3 months, the LTF was heavily involved in coming up with recommendations for the RSPO Principles & Criteria (P&C) review ● The recommendations were submitted to Proforest by the Human Rights Working Group (HRWG) to be included in the P&C Draft 01 ● The LTF had a call on 21.07.2017 to recalibrate and part of the main agenda was also to compile the

	<p>training materials and resources which are already available, as well as to identify platforms where awareness and capacity building can be achieved</p> <ul style="list-style-type: none"> • The LTF will have the next meeting on 14.09.2017 • There are initiatives which have been implemented, with further information as per below.
<p>Study on level of compliance in relation to labour in RSPO accredited plantations in Indonesia</p>	<ul style="list-style-type: none"> • This study will look into the level of compliance against the RSPO standards in certified plantation units • RSPO has identified a consultant - Profundo (based in the Netherlands) and are in the midst of finalising the service agreement • Upon signing, the consultant will carry out the study which is projected to take 18-20 weeks to complete • This comprehensive study will help RSPO to identify the level of compliance of the P&C on the ground in Indonesia and also identify the challenges with complying • RSPO will also conduct a desk review of the P&C against international and national standards. This will help in strengthening the P&C especially during the review • The data processed will also help the LTF identify areas which need attention and this can then be used to tailor the trainings. <p>Stage 1 which is:</p> <p>“Mapping on international labour standards, including but not limited to the relevant ILO Conventions; Universal Declaration of Human Rights; Covenant on Economic, Social and Cultural Rights (ICESCR); Covenant on Civil and Political Rights (ICCPR); Convention on the Elimination of All Forms of Discrimination against Women (CEDAW); Conventions on the Rights of the Child (CRC); Convention on</p>

	<p>the Rights of Migrant Workers and their Families (CMW); UN Guiding principles on Business and Human Rights (UNGPR); and related jurisprudence, amongst others” will be delivered by 25/08/2017.</p>
<p>Training on Labour with Assurance Task Force</p>	<ul style="list-style-type: none"> ● During the CB Workshop in January (Ipoh), Verite conducted a one day training for CBs on social auditing skills. ● Verite has now agreed to conduct a follow up to the one day training and that is scheduled to run in December 2017. ● Besides focusing on labour solely, we are speaking to the Social Auditing Sub-group in the HRWG to provide input so that we can organise a training which will make Social Auditing in the RSPO more ‘meaningful’.
<p>Webinars</p>	<ul style="list-style-type: none"> ● Financial Institutions Task Force (FITF) webinars. ● UNICEF has approached RSPO to use the platform to provide webinars. First webinar will be conducted on 29.08.2017 titled Women & Children's' Rights in the Palm Oil Sector to initiate discussion with the major brands on how we can improve the conditions in the plantations for children.
<p>Conversation with Consumer Goods Forum (CGF) on collaborating our efforts to combat forced Labour in the Palm Oil Industry</p>	<p>A meeting was held between CGF and some members of the LTF in London during the European Roundtable conference. During the meeting, it was concluded that there are several areas where CGF and RSPO can synergise and collaborate on activities. Although CGF’s agenda is specific to forced labour, there are areas where this overlaps and collaboration is possible.</p>

End.