Guidance on Peat Inventory for RSPO reporting

1.1 Reporting requirements

- 1. Growers are required to fill in this template and submit the <u>complete</u> filled in inventory to the RSPO secretariat by emailing to ghg@rspo.org
- 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 hectarage 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 due to 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 150 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)
 - b. Shapefile of the peat area only:
 - 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

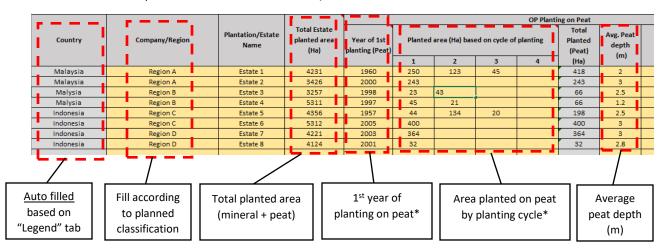
- 1. Growers are required to categorise their estate/plantations according to groups. Type of classification can be
 - a. Subsidiary company the plantations/estates are registered to
 - b. Region of the plantations
 - c. Other suitable groupings deemed appropriate by the company
- 2. Fill in the cells 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)



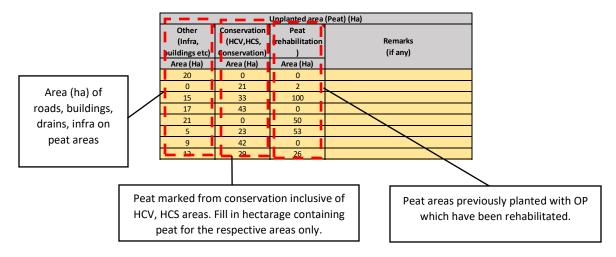
- 4. This will <u>automatically</u> populate the "Group summary" tab for consolidation of all the data keyed in by the grower.
- 5. Select the "Company Inventory" tab and fill in the company name, membership number & reporting year of inventory



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.



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



8. Additional guidance (*):

a. Year of 1st planting

- i. The earliest year OP was planted on areas <u>containing peat</u> in the estate/plantation.
- ii. It is understood a plantation may have conducted <u>new land clearance</u> (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					
					Year of 1st planting (Peat)	Planted area (Ha) based on cycle of planting		fplanting	Total Planted (Peat)	
					(Peat)	1	2	3	4	(Ha)
	Malaysia	Region A	Estate 1	4231	1960	250	123	45		418

9. 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.

