

Minutes of the Human Rights Working Group (HRWG) Meeting

12th April 2021

Virtual Meeting

Time: 8:00pm to 9:00pm

Attendance:

Name	Organisation	Status
Co-Chair:- Madeleine Brassier (MB)	Oxfam Novib	Co-Chair
Members: - Lim Sian Choo (SC) Carolyn Lim (CL) Claudine Musitelli (CM) Lee Kuan Yee (KY) Tulio Dias Brito (TD) Helene Menu (HM) Charlene Lim (CL) Perpetua George (PG) Corey Norton (CN)	Bumitama Musim Mas Unilever KLK Agropalma Agropalma Mars Wilmar WWF	Substantive Member Substantive Member Substantive Member Alternate Member Substantive Member Substantive Member Substantive Member Substantive Member Substantive Member
Secretariat: Julia Majail (JM) Kamini Visvanathan (KV) Prasad Vijaya Segaran (PVS)	Secretariat Secretariat Secretariat	

No.	Description	Main Discussion Points	Action Points
1.	Welcome and brief introduction	Welcome by PVS	

2.	<ul style="list-style-type: none"> • RSPO Anti-Trust Guidelines • Consensus Based Decision Making • Conflict of Interest declaration 	Read by PVS and acknowledged by members	
3.	Progress Updates on Ongoing Activities	<ul style="list-style-type: none"> • HRWG <ul style="list-style-type: none"> ○ HRWG Strategy has been endorsed at the Standards Standing Committee meeting on 25th March 2021 • Gender <ul style="list-style-type: none"> ○ Gender Guidance endorsed at the Standards Standing Committee meeting on 25th March 2021 • Child Rights <ul style="list-style-type: none"> ○ 3 Child Rights guidance's available on RSPO website <ul style="list-style-type: none"> ▪ PO producers ▪ Smallholders ▪ Supply Chain ○ Guidance for Auditors and CB's will be handed over to the Assurance Department for further work • FPIC <ul style="list-style-type: none"> ○ Revised 2015 FPIC Guidance and Simplified FPIC for ISH public consultation period from 7th April to 7th May (extended till 14th May for additional comments) ○ <u>Training Modules</u> – ToR will be finalised and will be put out for tender to develop existing draft into a train-the-trainer resource for companies to conduct internal training • Decent Living Wage 	<p>Secretariat and co-chairs will discuss on how to communicate this to the other SC's</p> <p>Secretariat to plan on socialising the Gender Guidance through a webinar</p>

- Template to guide NIWG’s will be developed and shared with the NIWG’s to inform decision making on estimated calculations

Proposed webinars/activities until June 2021

1.	<u>RT Series</u> Session 1: Continuing Joint Efforts to Address Labour Issues Session 2: Ensuring Effective Grievance and Remedy Procedures	26 th Jan 2021 Completed
2.	Fair Recruitment Practices/Increasing Workers’ Voice	February 2021 Unable to host due to capacity
3.	Operationalising the RSPO Child Rights Guidance’s	March 2021 Unable to host due to capacity
4.	Webinar on Gender Guidance	May 2021 Tentatively early June
5.	Publication of FPIC Training Manual	June 2021
6.	Webinar on Revised 2015 FPIC Guidance	June/July 2021 (After endorsement of guidance)

- Point raised on point 3, that the four focus areas of the HRWG are the human rights strategy for RSPO, labour and safety, FPIC and gender.
- Child rights, as indicated by the WG is important but partnership with RSPO and UNICEF will take this further with oversight by RSPO member group. HRWG will not be planning specific activities around child rights for the next three years.

Secretariat to provide clarification on child rights element and which group has oversight on planned activities

		<p>- The draft of the Child Rights guidance for auditors and CB's will be passed to the Assurance Dept with oversight by the ASC to see how it can be included into the Social Audit guidance for RSPO.</p>																																							
<p>4.</p>	<p>Sub Group membership (Updated as of 22.5.2021)</p>	<p>Human Rights Strategy Sub Group:</p> <table border="1"> <thead> <tr> <th data-bbox="616 373 967 411">Name</th> <th data-bbox="967 373 1406 411">Organisation</th> </tr> </thead> <tbody> <tr> <td data-bbox="616 411 967 450">Marcus Colchester</td> <td data-bbox="967 411 1406 450">Forest Peoples Programme (FPP)</td> </tr> <tr> <td data-bbox="616 450 967 488">Martin Mach</td> <td data-bbox="967 450 1406 488">Bumitama</td> </tr> <tr> <td data-bbox="616 488 967 526">Claudine Musitelli</td> <td data-bbox="967 488 1406 526">Unilever</td> </tr> <tr> <td data-bbox="616 526 967 564">Corey Norton</td> <td data-bbox="967 526 1406 564">WWF</td> </tr> <tr> <td data-bbox="616 564 967 603">Madeleine Brasser</td> <td data-bbox="967 564 1406 603">Oxfam</td> </tr> <tr> <td data-bbox="616 603 967 641">Carolyn Lim</td> <td data-bbox="967 603 1406 641">Musim Mas</td> </tr> <tr> <td data-bbox="616 641 967 679">Flavio Linares</td> <td data-bbox="967 641 1406 679">Solidaridad Network / GCAL</td> </tr> </tbody> </table> <p>Labour Sub Group:</p> <table border="1"> <thead> <tr> <th data-bbox="616 756 902 794">Name</th> <th data-bbox="902 756 1373 794">Organisation</th> </tr> </thead> <tbody> <tr> <td data-bbox="616 794 902 833">Lee Kuan Yee</td> <td data-bbox="902 794 1373 833">Kuala Lumpur Kepong (KLK)</td> </tr> <tr> <td data-bbox="616 833 902 871">Rebecca Armson</td> <td data-bbox="902 833 1373 871">Goodhope</td> </tr> <tr> <td data-bbox="616 871 902 909">Lim Sian Choo</td> <td data-bbox="902 871 1373 909">Bumitama</td> </tr> <tr> <td data-bbox="616 909 902 948">Jaideep Bedi</td> <td data-bbox="902 909 1373 948">Bunge Loders Croklaan</td> </tr> <tr> <td data-bbox="616 948 902 986">Claudine Musitelli</td> <td data-bbox="902 948 1373 986">Unilever</td> </tr> <tr> <td data-bbox="616 986 902 1024">Corey Norton</td> <td data-bbox="902 986 1373 1024">WWF</td> </tr> <tr> <td data-bbox="616 1024 902 1062">Charlene Lin</td> <td data-bbox="902 1024 1373 1062">Mars Incorporated</td> </tr> <tr> <td data-bbox="616 1062 902 1101">Helene Menu</td> <td data-bbox="902 1062 1373 1101">Agropalma</td> </tr> <tr> <td data-bbox="616 1101 902 1139">Marieke de Vries</td> <td data-bbox="902 1101 1373 1139">CNV</td> </tr> <tr> <td data-bbox="616 1139 902 1177">Carolyn Lim</td> <td data-bbox="902 1139 1373 1177">Musim Mas</td> </tr> </tbody> </table> <p>FPIC Sub Group:</p>	Name	Organisation	Marcus Colchester	Forest Peoples Programme (FPP)	Martin Mach	Bumitama	Claudine Musitelli	Unilever	Corey Norton	WWF	Madeleine Brasser	Oxfam	Carolyn Lim	Musim Mas	Flavio Linares	Solidaridad Network / GCAL	Name	Organisation	Lee Kuan Yee	Kuala Lumpur Kepong (KLK)	Rebecca Armson	Goodhope	Lim Sian Choo	Bumitama	Jaideep Bedi	Bunge Loders Croklaan	Claudine Musitelli	Unilever	Corey Norton	WWF	Charlene Lin	Mars Incorporated	Helene Menu	Agropalma	Marieke de Vries	CNV	Carolyn Lim	Musim Mas	
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		Gender Sub Group:		
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		Helene Menu	Agropalma	
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		Philippe Standaert	Fujiols	
		<ul style="list-style-type: none"> - Co-chair urged more active participation from members in the Sub Groups based on the topics of interest, as most of the work carried out are within the Sub Groups, especially from new members who have particular knowledge and experience - Point raised on difficulty in LATAM on difficulty between HCV and HCS integration, particularly the social component. The difficulties lead to the HCVR Network that run assessments, unable to complete assessments. Many companies are facing this problem. - NDTF Task Force tasked to look into HCV-HCS integration. There are new inputs from FPIC and more clarity will be obtained when FPIC is revised. In HCSA, ICLUP will be part of the integrated management plan under HCV. Social elements will also be a part of ICLUP. - The Secretariat will also have to check alignment and cohesiveness between all the RSPO documents, including factoring in the HCV- HCSA approach, and the FPIC Sub Group to provide oversight on this 		

		<p>- Marcus has indicated that he will participate (reflected in updated list) but not lead the FPIC Sub Group. PG volunteered to join the FPIC SG and to take the lead if no one is able to.</p>																																																														
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		<ul style="list-style-type: none"> - MB has communicated with NN Investment on their consideration to join the HRWG. Will follow up with them and Robeco (currently active in Complaints Panel) 	<p>MB has followed up and NN has joined the HRWG</p> <p>PG to pass Tesco contact to Secretariat to follow up on their participation as a retailer for the WG. Has been completed, awaiting confirmation from Tesco.</p>																							
6.	Co-Chair Update (MB)	<ul style="list-style-type: none"> - Izlin Andriana (Sime Darby) has been elected as the new co-chair, taking over Alex Experton's (Cargill) place - Izlin is on maternity leave and will be back in July - HRWG Strategy is in place until the next review of the P&C standards in 2023. The strategy will also be revised in 2023 with adjusted goals. - Will reach out to FPIC SG to check on alignment with documents that are already there and Solidaridad to check on their participation on the SG. To also follow up on FPIC related issues in LATAM. - Welcome to Corey Norton (WWF) and Helene Menu (Agropalma) and Marieke (CNV)! 	<p>Solidaridad has responded and joined the FPIC SG</p>																							

7.	HRWG Activity Timeline	<ul style="list-style-type: none"> - Internal Secretariat timeline was shared which includes HRWG activities based on the HRWG Strategy, in line with the RSPO Secretariat RACI and the timelines (non-exhaustive) in order for a systematic approach by the Secretariat to complete tasks - The HRSS unit will also be capacitated in the coming months, including roles such as the HRSS Head, supporting the SDD Director (JM), and other roles such as the HRSS Labour Manager - Recommendation to provide a column for the outputs of each activity to facilitate handover and continuity. To be clear on what the intended outputs are to avoid any missing links. - HRWG reports to the SSC but we also have a dotted line to the ASC 	Secretariat to update column on HRWG activity timeline
8.	AOB	<ol style="list-style-type: none"> 1. Farewell for KV 2. Point raised on allegations of sexual misconduct involving Oxfam International. To be prepared with a statement. In Nov 2020, Oxfam has suspended 2 officers in DRC due to allegations. Independent investigations have been initiated and are still ongoing. Oxfam Novib is a separate Dutch affiliate and DRC is under Oxfam Britain. 3. Capacity to support the HRWG by the Secretariat at the moment is limited. Foresee a slowdown at the moment but the Sub Groups will complete activities which already been scheduled till the end of the financial year and the WG will be updated. 	MB will share press statement with the HRWG. Has already been shared.
		Meeting Closed	