

Minutes for BOARD OF GOVERNORS MEETING 02-15

Date: 3rd & 4th June 2015

Start Time: 6:00 pm (3 June 2015), 9:00 am (4 June 2015)

Venue: Park Plaza Hotel (Amsterdam)

Attendance	
<p>BoG Members and Alternates</p> <p>UNILEVER - Biswaranjan Sen (BW) – Co-Chair</p> <p>MPOA - Carl Bek Nielsen (CBN) – Co-Chair **</p> <p>WWF – Adam Harrison (AH)</p> <p>GOODHOPE – Edi Suhardi (ES)</p> <p>AGROPALMA – Marcello Brito (MB) ***</p> <p>AAK – Tim Stephenson (TS)</p> <p>AHOLD – Hugo Byrnes (HB) *</p> <p>BOTHENDS – Paul Wolvekamp (PW)</p> <p>CONSERVATION INTL – John Buchanan (JB) ***</p> <p>FAUNA & FLORA INTERNATIONAL – Darmawan Liswanto (DL)</p> <p>HSBC – Ian Hay (IH)</p> <p>IOI – Ben Vreeburg (BV)</p> <p>MARKS & SPENCERS – Fiona Wheatley (FW)</p> <p>MPOA – Khairudin Hashim (KH)</p> <p>MONDELEZ – Jonathan Horrell (JH)</p> <p>MUSIM MAS – Dr. Gan Lian Tiong (GLT)</p> <p>OXFAM – Johan Verburg (JV)</p> <p>RPOG – Belinda Howell (BH)</p> <p>RABOBANK – Thomas Ursem (TU)</p> <p>SIPEF – Olivier Tichit (OT)</p> <p>UNIVANICH – John Clendon (JC)</p> <p>ZSL – Elizabeth Clarke (EC)</p> <p>ZSL – Leonie Lawrence (LL)</p> <p><u>RSPO Advisors</u></p> <p>Prof. Bungaran Saragih (BS)</p> <p>MR Chandran (MRC)</p>	<p>With Apologies</p> <p>AAK – Martin Craven (MC)</p> <p>FELDA – Norazam bin Abdul Hameed (NA)</p> <p>HSBC – John Laidlow (JL)</p> <p>IOI – Too Heng Liew (THL)</p> <p>MONDELEZ - Sridhar V. (SV)</p> <p>OLAM – Audrey Lee (AL)</p> <p>OXFAM – Taufiqul Mujib (TM)</p> <p>RABOBANK – Geraldine Lim (GL)</p> <p><u>Secretariat Staff</u></p> <p>Datuk Darrel Webber (DW)</p> <p>Desi Kusumadewi (DK)</p> <p>Jan Van Driel (JVD)</p> <p>Patrick Chia (PC)</p> <p>Salahudin Yaacob (SY)</p> <p>Sanath Kumar (SK)</p> <p>Stefano Savi (SS)</p> <p>Note.</p> <p>* - was not present on 3rd June 2015</p> <p>** - was not present on 4th June 2015</p> <p>*** - left before the meeting ended on 4th June 2015</p>

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Item	Description	Focal Point
3 JUNE 2015		
1.0	<p>Introduction</p> <p>1.1 RSPO Antitrust Laws. There will be no discussion on any commercial aspect of the trade in palm oil on premiums, volumes, individual suppliers, individual customers, etc.</p> <p>1.2 RSPO BoG consensus based decision making. The Board was reminded that they try to reach/make decision by consensus which is the absence of sustained opposition.</p> <p>1.3 Approval of Minutes of previous meeting BOG 01-15</p>	
2.0	<p>No Palm Oil Claims</p> <p>2.1 Discussion on the proposal for a Resolution on ‘no palm oil claims’.</p> <p>The Secretariat suggested to the Board to approve version of the resolution to be submitted to the General Assembly, specifically the following wordings:</p> <p style="text-align: center;"><i>1.4 Members must not make claims which imply that the removal of palm oil from a product is a preferable social or environmental sustainability outcome to the use of RSPO certified sustainable palm oil. Moreover, members shall seek to promote, the aims and goals of RSPO, namely the production and use of RSPO certified sustainable palm oil.</i></p> <p>Decision: to include ‘not to denigrate’ in the proposed texts after ‘the members shall seek to promote’. The same addition need to be made to the Communication & Claims document.</p> <p>The above was unanimously approved by the BoG.</p>	SS
3.0	<p>Standard and Certification Standing Committee / Technical Department</p> <p>3.1 IT Platform/GreenPalm/UTZ Scheme</p> <p>TS excused himself from discussion on this matter due to a potential conflict of interest. JVD presented the paper submitted by UTZ, to the Board. The Board has decided twice on this issue but need to examine this subject again due to the latest letter from GreenPalm.</p> <p>JC and ES seek for more clarification pertaining to certificate trading platform (i.e. GreenPalm). BW explained that certificate trading will still be part of the new (UTZ) trading platform but would most possibly carry different name/label.</p>	JVD

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<p>3.2</p>	<p>The length of the notice period that needs to be served to GreenPalm would be 12 months.</p> <p>CBN expressed that he and others had in the past had less positive experiences with UTZ and wished to receive assurances from the Secretariat that UTZ would be sufficiently experienced to handle the skills and controls required with the platform and urged that a parallel run should be conducted in order to avoid any glitches once UTZ took over the responsibilities'.</p> <p>Decision: The Board agreed to proceed with the UTZ proposal. The certificate trading will be a free trading platform (not a fixed price arrangement). A user group comprised of heavy users will be formed to test run the system before it goes live.</p>	<p>CBN</p> <p>JVD</p>
<p>4.0</p> <p>4.1</p> <p>4.2</p>	<p>RSPO+</p> <p>AH led the discussion and provided the highlights on RSPO+.</p> <p>ES said that the concept was introduced a few years back when a two tier certification was proposed. Indonesian grower caucus had opposed the idea of the RSPO+ in the past but at the present time, they now have retracted the objection with the following request:</p> <ul style="list-style-type: none"> i) to use another label and not use “RSPO+” ii) monitor the uptake by the market of this new initiative iii) need clear definitions on zero deforestation, HCS, etc. <p>CBN expressed that whilst the MPOA was supportive of working towards identifying a means that could be used as a voluntary add-on to the RSPO, he clarified that this was conditional on the following points:</p> <ul style="list-style-type: none"> a) that the Secretariat would find a way to ensure that the standard RSPO would in no way be undermined by the RSPO+ thus ending up becoming an inferior standard. b) that the voluntary RSPO+ standards should not be morphed into something that suddenly becomes the mainstream RSPO as this would effectively exclude many growers from the standard going forward and that the smallholders needs must not be overlooked. c) that there should be a diligent emphasis on focusing on the four big issues i.e. deforestation, peat, GHG emission monitoring/mitigation, and tightening of FPIC and not to get bogged down with other impractical issues. d) that we need to include a parameter that could help monitor and track the demand for RSPO+ so that this would match the supply thus avoiding ending up with a situation like now 	<p>AH</p> <p>ES</p> <p>CBN</p>

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	<p>where the RSPO oil supply was much higher than the demand sending a wrong signal to the growers.</p> <p>Decision: Proceed with RSPO+ processes. A social NGO member (Oxfam) will be included into the task force that leads the discussion. The document needs to be put up for public consultation together with the target date for launch at the next RT. A new name needs to be acquired. The communication script needs to be formulated to allow consistent communication from all parties and not to denigrate the conventional RSPO in any case.</p>	DW
5.0	<p>RSPO Secretariat Re-Organisation (in the next 1-2 years)</p>	
5.1	DW presented proposal for reorganisation of RSPO Secretariat. In following the proposal, the Secretariat would have 88 staffs in comparison with the current number of 34.	DW
5.2	TU suggested the smallholder programme to be separated from the Technical Division.	
5.3	CBN request for the COO position to be filled up first before major changes are executed.	
5.4	PW and TS supported the proposal and PW further added that the expansion should not only be focus in Malaysia only.	
5.5	BH agrees that the COO position must be filled first and RSPO also need to tackle the outreach programme in the US.	
5.6	DW explained that this proposal would be RSPO's global expansion within the span of 1 – 2 yrs. There would be two new recruits for Latin America and one for Europe. A manager will be hired in China, India, Africa and US. The names of three candidates have been submitted to the Board for the COO's position.	
5.7	<p>AH questioned the decision to move away from WGs & TFs on what mechanisms will be in place to ensure buy in from members/stakeholders etc., which is the currently the strength of WGs/TFs.</p> <p>Decision: Proceed with the proposal. Especially the COO, Policy and Strategic Projects Director.</p>	
4 JUNE 2015		
6.0	<p>Resolution 6G - GA11 Transparency in plantation concession boundaries.</p>	
6.1	SK reported on lack of progress on communication with MPOA on the issue.	SK

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6.2	<p>DK updated the Board of the meeting that she and BS had with Ministry of Agraria to learn on the interpretation and mandate of PP No.24/1997 and subsequently with Ministry of Agriculture to convey the outcome of the discussion with Ministry of Agraria. She then shared that Director of Estate Crops of Ministry of Agriculture recently sent a clarification letter that states that the HGU documents that are belong to the company can be shared to those who need and are not to be published. There is implication that the RSPO is not allowed to publish the maps onto its website or to share them with third party.</p> <p>BW suggested that a small advisory team be formed, to look into what can be shared and published within the confines of the law. DL further explained that PP No.24/1997 relates to the “do’s and don’ts” for Badan Pertanahan Nasional (BPN) or National Land Agency and not for companies.</p> <p>Decision: Form a small advisory team with objective as outlined above and to communicate with the Ministry, as well as to speed up the response from MPOA and inform the Board of its outcome at the next meeting. Must obtain legal opinion and also get grower members to be involved.</p>	DK BW SK
7.0	<p>Communications Updates:</p> <p>Stefano presented update on C&C activities and the revised communication and claims rules.</p> <p>ES mentioned he received some negative feedbacks on RSPO website. Stefano asks to specify what feedback was received and to forward any specific feedback to the secretariat so that it can be considered and action can be taken accordingly.</p> <p>A discussion takes place in relation to the approval of the new Claims Document.</p> <p>Decision: the New Claims Document is approved - provided the document wording should include same text as per the decision made under item 5 of this minutes (no palm oil claims).</p>	SS SS
8.0	<p>Finance and Administration</p> <p>8.1 Financial Updates</p> <p>PC presented the financial updates for the period ended 31 March 2015 together with a draft budget for the financial year 2015/16.</p> <p>8.1.1 MRC stated that the communication now is not very effective and very defensive in nature. We need to do far more than what we are doing now both at national and international level.</p>	PC

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8.1.2	BW commented on the project cost and further remarked that we do not seem to have ability to execute.	
8.1.3	<p>IH advised to looking into any issues of late payments by the GreenPalm and UTZ. UTZ and GreenPalm must abide by the payment terms as specified in the contract. Outstanding payments cannot exceed 3 months. We may need to consider having a clause to charge interest included in the agreement. Need to monitor bad debts and show breakdown of the non-paying members under different categories.</p> <p>Decision: To revise the draft budget for the financial year 2015/16 and consider the following adjustments:</p> <ul style="list-style-type: none"> ● Revenue projections for membership fees and contributions from CSPO trade should be based on lower growth rates. ● Review all project activities and costing for a more realistic overall budget in view of previous years' spending. ● Review current resource requirement and needs and consider a more realistic timing for expected new hire. 	
8.2	DSF Trust Fund	PC
8.2.1	<p>To formally establish the DSF Trust Fund the Board shall resolve to appoint a Trustee and the Trust Fund Committee.</p> <p>ES proposed a nomination from Indonesia and have suggested Yunita Sidauruk as the Indonesian nominee.</p> <p>Decision: The Board approved as follows:</p> <ol style="list-style-type: none"> 1. That Maybank Trustee Berhad is appointed as the Trustee for the DSF Trust Fund. 2. That the Secretary General be authorised to provide all required administrative support to assist the Trust Fund Committee in the operations of the Fund, as provided in the Trust Fund Framework and the Trust Fund Operations Procedure. 3. That the Secretary General be authorised to execute all relevant documents relating to the appointment of the Trustee and to carry out all administrative functions to confirm the appointment of the Trustee and proceed to set up the Trust Fund in finalising the terms of the Trust Deed and overseeing the day to day operations of the Trust Fund. 4. Confirmed the appointment of the following three (3) individuals as members of the Board of Governors to the Trust Fund Committee: <ol style="list-style-type: none"> i) Paul Wolvekamp ii) Ian Hay iii) Fiona Wheatley 	

<p>8.3</p>	<p>5. Endorsed the appointment of the following five (5) individuals who have been nominated as additional members of the Trust Fund Committee:</p> <ul style="list-style-type: none"> i) Brian Ganson, Consultant, granson.org ii) Ramachandra Komala, Accountability Counsel iii) Dr Ramy Bulan, Faculty of Law Building, University of Malaya iv) David Plumb, Consensus Building Institute v) Yunita Sidauruk, Cargill <p>Opening of New Current Account (TBC)</p> <p>PC informed of the need for the opening up of a new bank account (Malaysian Ringgit denominated) to allow the Secretariat to better manage monies relating to roundtable event.</p> <p>Decision: Approval is hereby given for the opening of a new bank account with HSBC Bank Malaysia Berhad ("the Bank") and to amend the authorised signatories of all current accounts presently held with HSBC.</p> <p>A) Opening of New Account</p> <p>The Bank be instructed to honour and comply with all cheques, promissory notes and other orders drawn on, and all bills accepted on behalf of the association in respect of the bank account with the Bank whether the bank account be in credit or overdrawn, to comply with all instructions given in relation to the operation of the bank account, and to accept and act upon all receipts or monies deposited with or owing by the Bank in respect of the bank account, provided that such cheques, promissory notes, orders, bills, instructions or receipts are signed by the following persons ("Authorised Signatories") in the following manner :-</p> <table border="0" data-bbox="352 1377 1217 1525"> <thead> <tr> <th>Authorised Signatories</th> <th>NRIC No.</th> <th>Signing Group</th> </tr> </thead> <tbody> <tr> <td>1. Patrick Chia Jet Khin</td> <td>700315-12-5022</td> <td>GROUP A</td> </tr> <tr> <td>2. Salahudin Bin Yaacob</td> <td>631205-03-5479</td> <td>GROUP B</td> </tr> <tr> <td>3. Darrel Arthur Webber</td> <td>691022-12-5513</td> <td>GROUP C</td> </tr> </tbody> </table> <p>Signing Conditions & Signing Limits</p> <ul style="list-style-type: none"> a. Up To RM10,000 – Any One (1) from Group A, B or C b. Up To RM150,000 – Combination of two (2) from either Group A, B Or C c. Above RM150,000 – Each One (1) from Group A, B And C <p>Authorised Persons To Sign Forms & Documents</p> <p>Authority be and is hereby given to the Authorised Persons as stated below to jointly sign all other relevant agreements, indemnities, documents, forms, notices and authorisations in relation to the Accounts for and on behalf of the Association.</p> <table border="0" data-bbox="352 2004 1142 2069"> <tbody> <tr> <td>1. Darrel Arthur Webber</td> <td>NRIC: 691022-12-5513</td> </tr> <tr> <td>2. Salahudin Bin Yaacob</td> <td>NRIC: 631205-03-5479</td> </tr> </tbody> </table>	Authorised Signatories	NRIC No.	Signing Group	1. Patrick Chia Jet Khin	700315-12-5022	GROUP A	2. Salahudin Bin Yaacob	631205-03-5479	GROUP B	3. Darrel Arthur Webber	691022-12-5513	GROUP C	1. Darrel Arthur Webber	NRIC: 691022-12-5513	2. Salahudin Bin Yaacob	NRIC: 631205-03-5479	<p>PC</p>
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	<p>B) Change of Authorised Signatories Approval is hereby given to change the authorised signatories to all current accounts held with the Bank to as follows:</p> <table border="0"> <thead> <tr> <th>Authorised Signatories</th> <th>NRIC No.</th> <th>Signing Group</th> </tr> </thead> <tbody> <tr> <td>1. Patrick Chia Jet Khin</td> <td>700315-12-5022</td> <td>GROUP A</td> </tr> <tr> <td>2. Salahudin Bin Yaacob</td> <td>631205-03-5479</td> <td>GROUP B</td> </tr> <tr> <td>3. Darrel Arthur Webber</td> <td>691022-12-5513</td> <td>GROUP C</td> </tr> </tbody> </table> <p>Signing Conditions & Signing Limits</p> <ol style="list-style-type: none"> Up To RM10,000 – Any One (1) from Group A, B or C Up To RM150,000 – Combination of two (2) from either Group A, B Or C Above RM150,000 – Each One (1) from Group A, B And C 	Authorised Signatories	NRIC No.	Signing Group	1. Patrick Chia Jet Khin	700315-12-5022	GROUP A	2. Salahudin Bin Yaacob	631205-03-5479	GROUP B	3. Darrel Arthur Webber	691022-12-5513	GROUP C	
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8.4	<p>RSSF Updates</p>	PC												
8.4.1	<p>BW wanted to know the reason why the cost per smallholder is significantly different between the recent executed projects compared to the new projects. Need to have an impact matrix for smallholder programme.</p> <p>Need for the new Strategic Projects Director to look at the strategy of smallholders and what can be achieved with this fund, involving the Smallholder working group leads.</p> <p>To monitor smallholder project implementation focusing on the impact it brings to the smallholders, environment and the industry as the whole.</p>													
8.5	<p>Special Project Fund</p>	PC												
8.5.1	<p>PC presented a proposal for the establishment of Special Project Fund. As there is a concern that RSPO may be perceived to be not spending effectively, the Board wishes to consider the potential use of excess reserves on other relevant projects. For the purposes of this review there is a need to establish the current cash position and reserves available in order to determine how much funds should be allocated to this special reserve based on a recommended policy.</p>													
8.5.2	<p>The selection of projects to qualify for access to the Special Project Funds shall be determined by the Board and may be based on the following broad criteria that are to be further specified:</p> <ul style="list-style-type: none"> The project to be funded should be in line and meeting with RSPO’s principle and strategic objectives. The outcome of such project should, as far as possible have direct benefits or positive impact to RSPO, its membership and other relevant stakeholders. 													

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<p>8.5.3</p> <p>8.5.4</p> <p>8.5.5</p> <p>8.6</p> <p>8.6.1</p> <p>8.6.2</p>	<p>JC pointed out that we need to allocate money for communication.</p> <p>PW indicated that outreach programme involving the underprivileged communities need to be done.</p> <p>SEnSOR and the Digital Campaign will fall under the umbrella of the Special Project Fund.</p> <p>Decision: Approved the setting up of the Special Project Fund.</p> <p>SEnSOR Project</p> <p>SK informed the Board that SEARRP is having problems in getting funding to carry out the SEnSOR project. It was proposed by the project proponent that RSPO would co-fund 20% of the total project cost of £10 million amounting to £2 million to be spread over the 5 year period, a commitment of £400,000 (approximately RM2.2 million) per annum.</p> <p>ES proposed the project proponent to work with local researchers not only to reduce the cost but also to ensure that we fully clasp the internalisation of knowledge.</p> <p>Decision: Approved the proposed funding of the project for first year (RM2.2 Million)with conditions that project proponent provide the Board with proposed outputs for the first year Future funding is dependent on whether the proponents can receive co-funding.</p>	<p>PC</p>
<p>9.0</p> <p>9.1</p> <p>9.2</p> <p>9.3</p> <p>9.4</p>	<p>Standard and Certification Standing Committee / Technical Department</p> <p>NI Endorsement</p> <p>SY informed the Board that the RSPO Secretariat has reviewed and approved the NI (for small producing country) submitted by the task force/working groups from Honduras and Papua New Guinea.</p> <p>DL raised a question on lack of progress on endorsement of the INA NI. DK further exclaimed that from her knowledge, the INA NI TF now is lacking of motivation and energy to push this further. JV enquired about the publication of the RSPO/ISPO benchmark.</p> <p>ES requested for the Board to provide a provisional endorsement of the draft INA NI while the TF address the latest comment by AH.</p> <p>AH replied that there are a number of major concerns with the wordings of the INA NI draft. Most of the glitches are associated with misinterpretation from the Bahasa version. AH assured the Board to resolve this matter speedily through his commitment and willingness</p>	<p>SY</p>

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	<p>to have a face to face meeting with the TF. The Board then can endorse the document via email exchange.</p> <p>Decision: The BoG requested AH and SY to have a separate discussion with DL and DK after the meeting to resolve outstanding issues. The final draft will be circulated via email for Board's endorsement.</p>	<p>AH,SY, DL,DK</p>
9.5	<p>HCV Compensation</p>	<p>SY</p>
9.5.1	<p>SY presented to the Board on the progress of implementation of the compensation procedures. The staged implementation period has ended and revision exercise has just started (May 2015).</p> <p>HCV Updates: Disclosures Out of 168 disclosures due, the Secretariat has received a total of 136 disclosures from grower members.</p> <p>Non-submitters (Table 1, 2, 3 and 4) The Secretariat has a total of 35 non-submitters (Table 1, 2, 3 and 4). 31 out of 35 are companies, schemed smallholders and the remaining are independent smallholders (4). The staged implementation has ended and all unreported liability will be escalated as complaints.</p>	
9.5.2	<p>After publishing the non-submitters list on RSPO website in April 2015, RSPO Secretariat has reached out to the non-submitters again by sending several email reminders. Following that, RSPO have received additional disclosures from the non-submitters, however the response rate is still low.</p>	
9.5.3	<p>The members have been informed of the importance of submitting disclosure liability and failure to do so would not only pose a problem in affecting their certification status but also will affect their membership position as well.</p>	
9.5.4	<p>The RSPO CTF¹/BHCVWG² has recommended suspending the non-submitters after the staged implementation period with justification that the mechanism has been well put across to the RSPO members together with active communication via emails, faxes and telecommunications for a year. This will also avoid further complexity as a result of transferring the non-submitters to the complaints channel.</p> <p>Decision: The Board agreed to suspend the stated list of companies and terminate them if they do not submit within 3 months. (See Annex 1)</p>	

¹ Compensation Task Force

² Biodiversity and High Conservation Value Working Group

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<p>9.6</p> <p>9.6.1</p> <p>9.6.2</p>	<p>New Planting Procedure (NPP)</p> <p>SY informed the Board that the NPP is being revised and updated with the assistance of a consultant with an aim to put the draft document for a 60 day public consultation by mid-June and have it ready for Board endorsement at the next meeting in November 2015. This task was done without task force or a working group as per instructions in BoG Meeting 01-15 (March 2015).</p> <p>Grower members did raise their concern on the contents of the draft document prior to putting it up for public consultation. NPP is a critical tool for RSPO and helps growers to prepare themselves for certification. There is a need for a group of growers to review the draft first before public consultation.</p> <p>Decision: The draft document will be circulated to The Standards & Certification Standing Committee, for comments, prior to it being sent for public consultation. The committee must submit its comments by 15th of July 2015. The secretariat is mandated to proceed with public consultation, with or without comment(s) from The Standards & Certification Standing Committee, by 1st Week of August 2015.</p>	<p>SY</p>
<p>10.0</p> <p>10.1</p> <p>10.2</p>	<p>Standard and Certification Standing Committee / Technical Department</p> <p>Communications/Support alignment on Book & Claim, Mass Balance and Segregated Supply Chain</p> <p>DW have informed that Board that there are numerous occasions where the Secretariat finds itself in a challenging situation to accurately say the right thing in representing all the four supply chain, which is suitable to all stakeholders. Officially there is no preferred option for the RSPO. However, individual members are known to make public, their preferences and this is seen as detrimental to those who are using a supply chain option which is perceived to be less credible. Following that, the RSPO proposes a clear position statement whereby the members of the Board can align themselves with, when making public statements.</p> <p>JC advocates in maintaining and promoting B&C as small farmers are dependent on it.</p> <p>One opinion expressed at the meeting was that an effective way of enhancing the perception of RSPO sustainable palm oil in Europe and North America would be to bring certified independent small-holders to the fore (and certainly not to question the validity of their MB or B&C supply chains)</p>	<p>JC</p>

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	<p>Decision: Communications team to come out with a common statement whilst recognising the different level of difficulties and also explaining that B&C will remain as an option for trading especially for smallholders and new certified members.</p>	SS
11.0	<p>RT13</p>	
11.1	<p>DW provided the updates on the plan for RT 13:</p> <p>Date: 16-19 November 2015 Venue: Shangri-la Hotel, Bangkok Theme: Taking stock of 2015 and looking forward to 2020 (tentative) VIP: Deputy Prime Minister of Thailand Keynote speaker: Still searching. Working with Paul and Johan. Contingency - UNEP rep.</p>	FYI
11.2	<p>DW pointed out that we need to bring more Asian growers as speakers/on stage. Request MPOA, ES, JC, MB to identify potential speakers.</p>	
12.0	<p>Date for Next Meeting</p> <p>At the next RT. Need to plan for a one and a half day for the Board meeting.</p>	
13.0	<p>AOB</p>	
13.1	<p>Communication</p> <p>Updates:</p>	
13.1.1	<p>Digital Campaign</p> <p>SS presented the new Digital Campaign which is planned to be carried out in three phases:</p> <ul style="list-style-type: none"> ->Discovery phase (strategy and planning) ->Creative development phase (concept and design) -> Activation Phase (Execution) <p>The discovery phase will be informed by the work done by the RSPO on communication in Europe in 2014. Concept and target audience will be defined during the discovery phase. It is mentioned that it is important to make sure the credibility of the RSPO will be at apt when activating the campaign, to support the messages and avoid negative backlashing.</p> <p>Decision: Secretariat to proceed with Discovery Phase</p>	SS
13.2	<p>Outrage of Palm Oil and its Industry</p> <p>To counter the outrage, we need to reposition the RSPO from the position of a fixer to a position of a facilitator, participate in debate(s) and other possible solutions to treat the issues that the people care about.</p>	SS

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<p>13.3</p>	<p>Global Outreach The Secretariat’s Communications Department has rolled out the communication’s activities on a regional scale in Europe & Asia with a focus on members and media engagement, trademark uptake.</p> <p>RSPO is collaborating with WWF in Indonesia on their #BeliYangBaik (Buy the Good One) campaign supporting Sustainable Palm Oil which is hoped to increase the uptake of CSPO and the use of RSPO trademark in Indonesia market.</p> <p>SS further added that the RSPO has ongoing activities in China, where it has started implementing the MoU signed with CFNA (China Chamber of Commerce) and is supporting the activities around the work on the Sustainable Overseas Investment and Managing Guide of Palm Oil for Chinese Enterprises (DFID/CFNA) which will be informed by the RSPO P&C. These guidelines will hopefully represent an endorsement by Chinese government; the first draft will be announced by CFNA at the RT13 in Bangkok.</p>	<p>SS</p>
<p>13.4</p>	<p>Jurisdictional approach FYI – Announcements:</p> <p>i) The Governor of Central Kalimantan will make an announcement of them going for 100% Certified Sustainable Palm Oil in Barcelona (mid-June 2015). However it is only applicable for two districts i.e. Kota Waringin Barat and Seroyan.</p> <p>ii) Another announcement was made recently by the Sabah Government agency that they will be supporting 100% RSPO Certified Palm Oil.</p> <p>DW will be having a few meetings in London next week with RTs and other organisations to discuss the issue.</p> <p>Decision: Board members agreed to send letters to the State Government of Sabah to congratulate them on their initiative.</p>	<p>DW</p>
<p>13.5</p>	<p>Letter from Green Century Capital & NY Common Retirement Fund, US</p>	
<p>13.5.1</p>	<p>DW explained that there was a letter organised by Green Century and NY Common Retirement Fund under the banner of CERES. It was signed by many parties. Their main ask is to request RSPO to improve its standards and incorporate matters related to deforestation and peat. Mirroring the various initiatives/commitments made in the last several months.</p>	
<p>13.5.2</p>	<p>CBN sent a statement via email as an official response by MPOA to this agenda item. The MPOA cannot support nor agree to any premature revision of the P&Cs</p>	

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<p>13.6</p> <p>13.7</p> <p>13.8</p> <p>13.8.1</p> <p>13.8.2</p> <p>13.8.3</p> <p>13.8.4</p>	<p>Decision: The RSPO Financial & Investors Task Force was to respond to the proponents of aforementioned letter.</p> <p>Desi Kusumadewi (DK) resignation from RSPO</p> <p>DW announced that DK has submitted her resignation from RSPO.</p> <p>Board members voiced their appreciations to DK and wish her the best for her next journey.</p> <p>DW's contract</p> <p>DW's thanked the Board for extending their trust on him to continue as Secretary General. He requested for some time in negotiating some terms, etc.</p> <p>Board members echoed their appreciation to DW and the Secretariat team for managing matters well during challenging times.</p> <p>Expression on Behalf of the Indonesian Growers Caucus</p> <p>ES announced the following:</p> <p>Bambang Dwi Laksono is nominated to represent the Indonesian growers in the Concession Boundary Small Group led by AH.</p> <p>Yunita Sidauruk is nominated to represent the Indonesian growers in the DSF Trust Fund Committee.</p> <p>Disappointment with the delay in endorsing the Indonesian NI.</p>	
<p>END OF BOG MEETING 04/06/2015</p>		

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Annex 1

List of non-submitters is presented in table below.

Table 1: List of non-submitter for smallholders

No	Company	Membership Number
1	Asosiasi Petani Sawit Swadaya Amanah	1-0133-12-000-00
2	Gapoktan Tanjung Sehati	1-0140-13-000-00
3	Koperasi Tani Maju	1-0141-13-000-00
4	Wild Asia Sdn. Bhd.	1-0138-13-000-00

Table 2: List of non-submitter for companies

No	Company	Membership Number
1	Aceites Manuelita S.A.	1-0163-14-000-00
2	African Lion Agriculture Limited	1-0145-13-000-00
3	Benta Wawasan Sdn Bhd	1-0143-13-000-00
4	Centralamerican Palm PALCASA	1-0130-12-000-00
5	Extractora El Roble S.A.S	1-0170-14-000-00
6	Extractora Frupalma S.A.	1-0171-14-000-00
7	Industrias de Jabones y Detergentes Las Palmas, S.A.	1-0160-14-000-00
8	Innoprise Plantations Berhad	1-0159-14-000-00
9	Norplam Ghana Limited	1-0162-14-000-00
10	Palmas del Cesar S.A.	1-0161-14-000-00
11	PT Bakrie Sumatera Plantations Tbk	1-0036-07-000-00
12	PT Hilton Duta Lestari	1-0123-12-000-00
13	PT Ibris Palm	1-0103-11-000-00
14	PT Musi Wahana Nabati	1-0174-14-000-00
15	PT Poliplant Sejahtera	1-0094-11-000-00
16	PT Rimba Mujur Mahkota	1-0124-12-000-00
17	PT Tri Bakti Sarimas	1-0065-08-000-00
18	Taiping Sawit Enterprise	1-0092-10-000-00
19	TSH Resources Berhad	1-0173-14-000-00

Table 3: List of non-submitter for Processors/Traders

No	Company	Membership Number
1	Ciecopalma	2-0420-13-000-00
2	Coinsu	2-0389-12-000-00
3	Coopeagropal	2-0532-14-000-00
4	Industrial Agrari La Palma Limitada-Indupalma Ltda	2-0532-14-000-00
5	La Fabril	2-0130-09-000-00
6	Extractora Sur del Casanare	2-0441-14-000-00
7	Olpesa	2-0334-12-000-00
8	Sociedad Industrial Dominicana	2-0307-12-000-00

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Table 4: List of non-submitter for schemed smallholders

No	Company	Membership Number
1	Estet Pekebun Kecil Sdn Bhd	1-0068-08-000-00
2	PT Perkebunan Nusantara III	1-0030-06-000-00
3	PT Perkebunan Nusantara IV PERSERO	1-0082-09-000-00
4	TWIFO OIL PALM PLANTATIONS LIMITED	1-0157-14-000-00