



**RSPO Outreach Working Group (OWG)
Meeting 6: March 25, 2021**

Agenda (Minutes)

- Anti-trust statement
- Approval of minutes of the last meeting (minutes approved)
- Quorum – This meeting had the required quorum to make any decisions if required
- Brief updates from the last BoG meeting on 25th Feb
- Highlights from the secretariat from India, China and Indonesia
- Discussion on new workstream for CSPO uptake in BIG4 markets (India, China, Indonesia, Malaysia)
- AOB and Next Steps

OWG Participants

Constituency	Name (Substantive/Alternate)	Participation
Grower/Processor	Lesley Marson, Olam	Available
Grower ROW	Cristian Carrillo, Palmaceite S.A.	Not Available
Grower - MY	Mark Wong, Sime Darby Plantations -	Available
Grower -Indo	Anita Neville, GAR	Not Available
P&T	Caroline Westerik, AAK	Available
P&T	Aurora Giribuola, International Flavors & Fragrances (IFF) (after merger with DuPont's nutrition and biosciences business)	Available
eNGO	Tracey Gazibara, CMZ	Available
eNGO	Michelle Desilets	Available
CGM	Jonathan Escolar, Natura	Available
eNGO	Xin Yu, WWF – China (now a substantive member)	Available
SCA	Manjo Jha, Sai Tripti Chemtrade	Not Available

Secretariat Participants:

Region	Name
Asia	Kamal Prakash Seth
Global	Inke Van Der Sluijs
China	Feifei Teng
China	Wan Jian
Malaysia	Panglima Emir Bustami
Malaysia	Nefissa Sahnoum

1. Brief Updates from the last BoG meeting on 25th Feb 2021

- MDSC's proposal for the updated language for Section 1.4 of Members CoC was not approved by the BoG. The BoG is of the opinion that changing the content of this section needs to go to the RSPO General Assembly. Therefore it has asked MDSC to revise the proposal and follow the due process if they wish to go ahead



- MDSC will meet in April to discuss whether it wants to submit a revised proposal or rather focus on activities to highlight the benefits of CSPO instead of prohibiting our members for 'no palm' or 'palm free' related claims
- **OWG with the help of the secretariat will finalise the 'Communication & Claims' and Trademark documents and submit to MDSC and other bodies for review in Q2 2021**
- COP26 campaign has been endorsed by the BoG and the task force (TF) for this campaign is being formed. Anita Neville, GAR is the Chair of this TF and working closely with the secretariat. The secretariat highlighted that integrating outreach work for 'shared responsibility' (SR) can be an important part of this campaign (besides being a standalone communication campaign by the secretariat), along with highlighting the benefit of CSPO across different markets
- SR targets for Year 2 have been finalised and approved by the BoG
- The new operational plan for the secretariat was approved by the BoG for the first two years i.e. 2021-23. The overall plan is till 2025.

2. Highlights from the secretariat from India, China and Indonesia

- Secretariat shared key updates from these countries as highlighted in the presentation used during the meeting (attached).

3. Discussion on the new workstream (CSPO Demand in Big4 markets - India, China, Indonesia, Malaysia)

- With reference to the briefing paper shared prior to this meeting, the secretariat facilitated a discussion for the new workstream for OWG and confirmed that this topic is closely aligned with the operational strategic plan and shared responsibility rules
- The secretariat updated that besides the BIG4, Japan has also been added to the list of priority markets. It requested OWG members to invite local representatives to OWG. **OWG members have agreed to make efforts to invite relevant colleagues for the next meeting in April.** OWG members agreed that it will be more effective if some of those local representatives will participate as speakers etc. at the key events identified.
- OWG agreed on the division of deliverables and KPIs for OWG members and secretariat as it will be more effective to allocate roles and responsibilities
- OWG has asked the secretariat to consider the target audience and key messaging for each of the key events highlighted in the briefing paper.
- OWG members suggested that it will be better to focus on industry focused events across BIG4 and also create tailor made communication assets relevant for each market
- OWG members mentioned that it will be important to target the relevant sectors and create forums to convene relevant stakeholders in BIG4 and ensure that all voices are included in the discussions
- OWG members highlighted the need to create a more elaborate communication plan and activities specific to each BIG4 market. **The secretariat mentioned that it's communication team will be engaged with this process and support this activity, along with initiatives for creating a 'sustainable city' etc.**
- The secretariat requested OWG to share any supply chain mapping related information for Indonesia as there is a challenge to find this information. **Members agreed to offer support for this and make the required connections.**
- OWG members mentioned that it will be important to see how to measure 'uplift in awareness and engagement for CSPO uptake'
- OWG members mentioned that we need to create a timeline, priorities and roles and responsibilities to execute the plan. A survey could be conducted about finding the awareness levels for SR amongst RSPO members. **The secretariat mentioned that it will run specific activities and campaigns to do so.**



- OWG members agreed that the deliverables and KPIs are ambitious but good to proceed without removing any item. The focus needs to be on how to implement these deliverables
- **Based on the OWG's suggestion, the secretariat mentioned that it will create and share a dashboard (timeline, priorities and roles and responsibilities) with OWG members before the April meeting**
- The secretariat updated the OWG that RSPO is a part of the WEF/TFA FACT TF created for COP26 and the work will be aligned with the COP26 campaign
- **The secretariat and OWG agreed on creating breakout rooms for the next meetings if local representatives are invited, to have specific discussion about each of the BIG4 markets**

4. Key Action Items

- **OWG has decided to go ahead with the BIG4 workstream and members have agreed to invite their colleagues based in BIG4 regions to join the next meetings**
- **The secretariat will share a dashboard to manage work related to this workstream**
- **OWG with the help of the secretariat will finalise the 'Communication & Claims' and Trademark documents and submit to MDSC and other bodies for review in Q2 2021**

Next OWG meeting will be organised in April 2021.

Secretariat will send a Doodle for the next meeting.