

Workshop on
**“Process Setting/Planning for the National Interpretation
of the RSPO in Thailand”**



Date: August 20-21, 2009

Venue: Auraikul Meeting Room, OAE-GTZ Office, Bangkok

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Abbreviations

GAP	Good Agricultural Practices
GMP	Good Manufacturing Practices
INA - NIWG	Indonesian National Interpretation Working Group
IND	Indonesia
MLY	Malaysia
MYNI	Malaysian National Interpretation
NI	National Interpretation
NIWG	National Interpretation Working Group
PNG	Papua New Guinea
P&C	Principles and Criteria
RSPO	Roundtable on Sustainable Palm Oil
THNI	Thailand National Interpretation
ToR	Term of Reference
WG	Working group

1. Tentative Agenda

Day 1: August 20, 2009

09:00 – 09:30	Introduction: Task and Expectation of the Workshop
09:30 – 10:45	<ul style="list-style-type: none"> ▪ Presentation on the “NI Options Paper” by Perpetua George (ProForest) ▪ Presentation on “NI Experiences of Malaysia” by Chew Jit Sen ▪ Presentation on “NI Experiences of Indonesia” by Ismu Zulfikar
10:45 – 11:00	<i>Tea/Coffee Break</i>
11:00 – 12:00	Q&A about the NI Processes
12:00 – 13:00	<i>Lunch</i>
13:00 – 14:45	Q&A about the NI Processes (cont.)
14:45 – 15:00	<i>Tea/Coffee Break</i>
15:00 – 16:30	Key Points for Discussion: <ul style="list-style-type: none"> ▪ Set up of the Agenda for the 1st NIWG Meeting ▪ Agreement on the TOR for the NIWG Meeting ▪ Roles and the Way Forward of Meeting Preparation Working Group and MOU

Day 2: August 21, 2009

09:00 – 10:30	The Process of RSPO P&C Translation and Working Draft for Thailand
10:30 – 11:00	<i>Tea/Coffee Break</i>
11:00 – 12:00	Set up and Plan of NI Process for Thailand <ul style="list-style-type: none"> ▪ Process Forward with Options ▪ Plan the Selected Option
12:00 – 13:00	<i>Lunch</i>
13:00 – 14:30	Set up and Plan of NI Process for Thailand (cont.)
14:30 – 15:00	<i>Tea/Coffee Break</i>
15:00 – 16:30	Discussion on Presentation of Thai NI at RT7 in Malaysia (November 2-4, 2009)

2. Participants

No.	Name	Organization
1.	Mr. Daniel May	GTZ
2.	Ms. Phannee Sinsuphan	GTZ
3.	Ms. Rungtip Nateetip	GTZ
4.	Ms. Kanokwan Saswattecha	GTZ
5.	Ms. Sudarat Tachasriprasert	Office of Agricultural Economics
6.	Mr. Chompol Sriyapai	Office of Agricultural Economics
7.	Mr. Kanok Thiansup	Office of Agricultural Economics
8.	Mr. Prakarn Virakul	National Bureau of Agricultural Commodity and Food Standards
9.	Mr. Chuladit Chunekamrai	Thai Oil Palm and Palm Oil Association
10.	Mr. Sanin Triyanond	Patum Vegetable Oil Co., Ltd.
11.	Ms. Tanatip Poonsin	Patum Vegetable Oil Co., Ltd.
12.	Mr. Pichai Tangsathapornphanich	Lam Soon (Thailand) Plc.
13.	Mr. Sawang Lertthirasuntorn	Lam Soon (Thailand) Plc.
14.	Ms. Sansanee Vilaidaraga	Lam Soon (Thailand) Plc.
15.	Mr. Vitoon Panyakul	Green Net & Earth Net Foundation
16.	Ms. Perpetua George	Speaker from ProForest Malaysia
17.	Mr. Chew Jit Seng	Speaker from Malaysia
18.	Mr. Ismu Zulfikar	Speaker from INA NIWG, Indonesia
19.	Mr. Tienake Tiyapongpattana	Workshop Facilitator
20.	Mr. Tienchai Tiyapongpattana	Workshop Co-facilitator
21.	Ms. Rawinda Wattanakool	Workshop Co-facilitator

3. Contents/ Discussion Topics

Contents or topics to be discussed during the day 1 and 2 were adjusted from original tentative agenda in order to have more continuation in the contents and avoid losing focus on specific contents. Adjusted contents/discussion topics can be summarized as followings;

Day 1	Day 2
<ul style="list-style-type: none"> ▪ Introduction ▪ NI Options ▪ NI Experiences – Malaysia ▪ NI Experiences – Indonesia ▪ Points for discussion ▪ Translate of Lessons learnt into Thai context ▪ NI consultation process 	<ul style="list-style-type: none"> ▪ Thai NI process in details ▪ NIWG ▪ Follow up plan

4. Summary of the Workshop

4.1 Introduction

In the first session, workshop was started with the brief introduction about this workshop by Mr. Daniel May, GTZ Project Director. The main objective of this workshop is to plan NI process for Thailand. International speakers from ProForest, Malaysia, and Indonesia were introduced and their knowledge and experiences would be shared in the next session. Plans/expected results for these 2 days workshop were announced and those consisted of;

- Learn from experiences of Malaysia and Indonesia
- Understand the NI process
- Plan for the NI process ahead of us
- Agenda for the 1st NIWG Meeting
- Schedule and venue for 2nd, 3rd, 4th, ... Meeting
- Agreement on ToR of NIWG (1st meeting)
- Clarify roles and responsibilities of working group/core group
- Presentation of RT 7 in Malaysia

Then, Dr. Prakarn, Chair person of the Working Group on RSPO P&C into Thai Translation, gave a short speech mentioning the progress of the translation which was just finished editing by the team recently. As a representative of the working group, he did hope to learn more from the case of Malaysia and Indonesia. He expected that palm oil sub-sector will follow the RSPO standard after Thai NI is endorsed by RSPO, then GAP and GMP standard will be applied to the sub-sector, accordingly.

After the short introduction by those key persons, there was some ice breaking activities to allow participants getting to know and ready to exchange with each other such as self introduction of each participant and small games. In order to reach the workshop's objective/plans/expected results, contents/discussion topics to be focused on during 2 days (as above mentioned in #3) were informed to all participants before moving to the next session.

4.2 NI Options

This session was presented by Pep George based on her report on Comparison of 3 RSPO NI Processes (Indonesia, Malaysia, and PNG) to provide options to the Thailand NI establishment. NI development diagram was presented. The highlight here is that it is needed to make sure that the processes were correct since the beginning so that redraft will not create any hassle later on.

According to Pep's presentation there are 2 NI models including individual RSPO member which apply to the case of Indonesia and Malaysia and steering committee where one member was RSPO member which apply to the case of PNG. However, no matter what model is, it needs to be appropriated to industry structure of each particular country.

Then, membership invitation process is mentioned. Transparent and public invitations are required. There are many public channels to invite involved stakeholders such as

through RSPO and NIWG website, e-mail, official RSPO events, local newspapers, etc. Importantly, no matter what invitation channels are, those channels should be effective enough to reach the target group.

For NIWG members, it is underlined that the members should come from 4 interest groups who are Producers, Supply chain (downstream such as processors and investors), Environment, and Social. Each interest group must consist of at least 1 RSPO member. Technical experts can be invited in the working group but it's not the must. Malaysia and PNG do involve those technical experts while Indonesia doesn't.

Taking working group structure into consideration, there are 2 models; sub-working groups (discuss and present in overall working group) and stakeholder groups (discussion held collectively). Indonesia and Malaysia represented sub-working groups structure while PNG use stakeholder groups structure. Either sub-working groups model or stakeholder groups model, all decision making must be by consensus.

RSPO minimum requirements consist of 2 physical meetings, 60 days public consultation, required field testing, and working language can be either English or local language. NI content must follow RSPO requirements such as minimum 45% compulsory indicators, meet international standard compliance, etc.

For Thailand NIWG, what options to be selected depending on what appropriate, what applicable and what work for Thailand.

In between and after the presentation, there were concerns from several participants regarding number of compulsory indicators. To response with this concerned point, Pep mentioned that number of indicators must be large enough to meet the minimum requirement, can be above requirement but not under requirement, otherwise it must be redraft. Moreover, the indicators must meet legal requirement and can be measured. According to Chew, the speaker from Malaysia, indicators are important for NI and indicators should be appropriate and applicable to that particular country.

4.3 NI Experiences – Malaysia

Process and experience of Malaysian NI of RSPO P&C was shared by Mr. Chew Jit Seng. His presentation consists of the introduction of MYNIWG which took the lead by Malaysian Palm Oil Association (MPOA), objectives, structure (Chairman, Coordinator, Technical Advisors, 3 working groups and Secretariat), the process was mentioned (as shown below) and here it is underlined that all decisions (including those by work groups) are by consensus. Then lessons learnt for Malaysian case was shared to all participants. Please refer to Annexes 5.1 for full presentation.

MYNIWG Process

MYNIWG followed closely the guidelines provided by RSPO/Proforest:

- balanced composition, min. 2 physical meetings, at least 60 days public consultation, physical meeting after each public consultation and 45 % major indicators. DECISION BY CONSENSUS.

A total of 5 physical meetings were held between March and November 2007. Five draft documents were produced and translated by MPOA.

Communication on public consultation via newspaper advertisements and RSPO website.

Each MYNIWG meeting attended by representatives from industry, NGOs, smallholders and government.

RSPO

MYNIWG Process cont.

Active debate on generic P&C during the break-out groups led by the Group Leaders.

Plenary Sessions summarize the proposed changes after each round of break-out group meetings.

Public comments received (standard format) were considered in the subsequent physical meeting.

Public forums and road-shows were conducted after final document to promote awareness, share experiences & obtain feedback

RSPO

There were several questions raised by participants to the speaker in between and after his presentation. Those include;

- Duration of working on each draft NI
- Duration of each NI meeting
- Number of people attend each NI meeting
- Number of people attend public consultation
- Different of NI translation for Thailand in comparison to Malaysia and Indonesia
- Problem on local language translation
- Involvement of smallholders in the certification process
- Possibility for producer groups certification
- Assessment of MYNI

Those questions were mostly responded by Chew with additional remarks from Pep. For the case of Malaysia, draft NI document with a total of 5 physical meetings covered the period from March to November 2007, while field tests were did in parallel. Each physical meeting took 2-3 days with approximately 50-60 attendants, while there were about 100 attendants in the public consultation. With regard to NI for each country, the only different is the indicators which were adjusted to fit with each country context. It is mentioned that translation to local language like Bahasa was not a problem and no revision of the translation was required. English translation of MYNI was just needed for RSPO endorsement which somehow no problem in translation as English is one of speaking language in Malaysia.

Concerning smallholders' involvement, since the mill is the main actor who apply and get certificate, smallholders will be on board later on. According to RSPO, mills are given 3 years to bring smallholders in. In true, it is the free market for palm oil and other sub-sectors, smallholders can sell their produce to any mills they want. However, when the mill gets certification, it means the mill has number of outgrowers that tie to the mill. In such case those outgrowers can not sell their produces to any other mills. So far, there is no producer group certification yet and the current available certification is only for crude palm oil which is impossible for producer group. RSPO documents on group certification are somehow on process.

For the case of Malaysia, RSPO assigned ProForest to assess MYNI. It was suggested to use MY general requirements as a guideline for working on THNI.

4 Options of RSPO Supply Chain was mentioned by Chew including

1. IP (Identity Presence)
2. Segregation
3. Mass Balance (Control Mixing): 70% CSPO + 30% non-CSPO
4. Certificate Trading – “Green Palm” ()

Before finishing this session, participants were requested from facilitator to write down those questions asked and other additional questions and put on board as references on points for discussion during workshop. Due to the time over for the morning session, NI Experiences – Indonesia had to be postponed to afternoon session.

4.4 NI Experiences – Indonesia

Indonesian National Interpretation Experience was presented by Ismu Zulfikar, Secretary of INA-NIWG. The presentation started from development process of INA-NIWG which Consultative Working Group (CWG) has been established by Indonesia Palm Oil Association (IPOA). Scope of work, stage of work, structure of INA-NIWG (Chairman, Secretary, and 4 Sub-working Group), and INA-NIWG members were brief. According to Indonesian working model, the working group was split to 4 sub-working group. Each group consisted of number of members who responsible for proposing indicators. By institution and number of person, large percentage of INA-NIWG members are producers (44 percent and 38 percent, respectively), followed by governments (25 percent and 32 percent, correspondingly). Work program for INA-NIWG RSPO was presented (as shown below) to see processes required and schedule related to each process. For full presentation, please refer to Annexes 5.2

formal linkage with processor whom they have to sell their produces to. **Management units** refer to the land under management of particular actors. **Marginal soil** refers to soil which is not optimum for cultivation. It is not the best and suitable soil to plant oil palm. **Significant land conflict** means an overlapping land like indigenous forest in the same area as plantation area for oil palm. Finally **traditional/customary right** indicates the right on the land used passed from generation to generation for several years.

Issue on the relationship between smallholders and mill has been questioned whether the mill meet the RSPO requirements if it has no direct link with any particular smallholders and how about the case of the mill buy produces from brokers (which is common structure for Thailand) instead of buying from smallholders directly. Key point here which was clarified by Pep is that if the mill has no formal link (no contract) with smallholders, the mill can't meet RSPO requirements as the mill has no control over the plantation based. It is the same for the case of buying from brokers. If the mill has no control over brokers and brokers have no control over plantation based, it will not be possible for the mill to get certificate. Therefore, formal contract with smallholders and/or brokers is essential for the mill in order to be certified. This is for the sake of protection of mill's benefits.

For the term "individual smallholder, outgrower, small scale producer, and independent smallholder", Pep was unsure about the correct definition on the first day. Therefore she would provide the clear definition in the next day. Based on toolkits and international references, **outgrower** defined as growers who have formal contract with the mill. While **smallholders** and **small scale producer** is the same term and defined as the growers who have production area less than 50 ha and operated by family members. **Independent smallholders** characterized by their freedom to use land, to do what ever they want on their land, self-finance, self-management, and commonly received extension services from the government. Base on 3 different standard schemes, different types of growers/smallholders are involved which can be summarized in the table below.

(1) RSPO P&C (Large Producer)	(2) Guidance for scheme smallholders	(3) Group Certification Protocol (draft)
1) Large estate with mill 2) Outgrower >50 ha Allow only for CPO	1) Outgrower <50 ha 2) Scheme smallholders (limited to mill as mill provides support i.e. finance, planting, etc.) eg. - Cooperative - Mill Association Allow only for CPO	1) Independent smallholder Allow for FFB & CPO

4.6 Points for Discussion

Due to the time consuming from the previous sessions and some issues were already discussed, the session on points for discussion was skipped. Please refer to Annexes 5.1 for summary of points for discussion.

4.7 Translate of Lessons learnt into Thai context, NI Consultation Process, and the NI Process in Details

Instead of focusing on lessons learnt from each 3 different countries (Malaysia, Indonesia, and PNA) point-by-point and translate those into Thai context, the plan changed to work on Thai NI process directly with supporting from 3 speakers. The summary of Thai NI Process is shown in the below table.

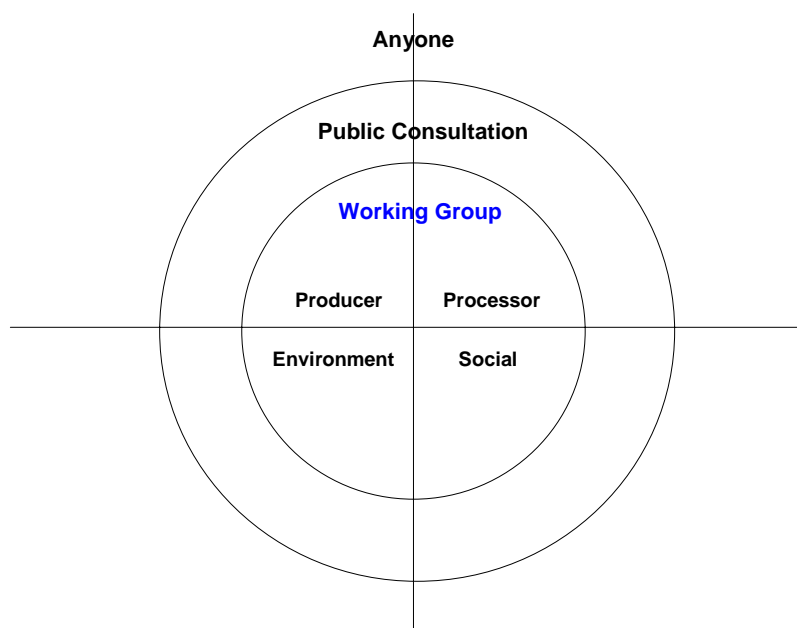
Steps	Lessons Learnt/ Recommendations			Major Activities	Details	Remarks
	MLY	IND	PNG			
RSPO Members kick-start	Who is the initiator?			- Establish Interim WG (composed of 3 Associations + 1 organization)		- GTZ: Facilitate, OAE: Support
Preparation of the meeting	Use public media - radio - website - newspaper			Declare to RSPO	- Formation of steering committee - Arrange meeting to establish WG (Sep 16-18) - Translation of Generic P&C - Translation of TUV documents (for reference)	Acknowledge from RSPO
				Public invitation to RSPO to get people involve in the 1 st meeting	- Identify stakeholders - Mailing list	
Form WG	Representatives from 4 interest groups must attend every meeting			Organize 1 st NI Meeting (Sep 16-18)	- Formation of WG (all stakeholders include non-RSPO members) - Structure of WG (secretariat, sub-groups, chair person) - Finalize ToR - Timeline of WG - Prepare budget - Code of conduct - Presentation to stakeholders (background) - Discuss NI Draft 0 in the meeting	- WG must be the same person at all meetings - If the substantive can't come, then the authorized representatives - At least 2 representatives from each stakeholder group/ organization/ institution

Develop draft NI 1	<ul style="list-style-type: none"> ▪ P&C from translated version ▪ Include legal requirement ▪ Major (45%)/minor indicators ▪ Guidance appropriate for Thai ▪ Annex for definition and list of legal requirements ▪ Glossary 	<ul style="list-style-type: none"> ▪ NIWG Meeting (2) – 2.1 (30/9 – 2/10) in BKK ▪ NIWG Meeting 2.2 (14 – 16/10) in BKK ▪ NIWG Meeting 2.3 (28 – 30/10) in BKK <p>(please refer to Annexes 5.3 for plan schedule of NI Meetings)</p>		Inclusive process
Public Consultation (at least 30 days)	<ul style="list-style-type: none"> ▪ Invite wider stakeholders to comment ▪ Public seminar to get feedback/ comments ▪ Online/ web comments 	Presentation of the 1 st draft		Public consultation and field test can be done at the same time
Field Test	Field test in combination with certify process – CB/ self invest			
Develop Draft NI 2		NIWG Meeting (3)		
Public Consultation(at least 30 days)		Presentation of the 2 nd draft		
Review Documents				
Final draft for endorsement	Road Show?			

It is noted that Steering Committee takes responsibilities after the preparation meeting until the 1st NIWG meeting. After NIWG is formed during the 1st NIWG meeting, responsibilities of Steering Committee will be taken over by the NIWG.

Concerning draft 0, it is suggested by 3 speakers to use generic requirements as a baseline and follow the format and structure of MYNIWG and/or INA-NIWG. NI draft 0 also needs to be translated to Thai to be discussed in the 1st NIWG meeting.

As mentioned earlier, WG must consist of representatives from 4 interest groups which indicated in the below figure.



- **Working group (WG):** all WG members must attend all meetings. Members of WG will be finalized in the 1st meeting by open invitation.
- **Stakeholders:** Join public consultation
- **Anyone:** according to their interest

However, in case the key person who is the WG member can not participate in any meeting, substantive representative from the same organization need to attend that particular meeting. It is noted that stakeholders and anyone else who join the meeting can give some comments, however, only WG members who participate in all NI meetings are allow making decision.

4.8 NIWG Meeting

The 1st NI Meeting was discussed in more details on main activities involved and detailed activities. Summary was provided in the table below.

The 1 st NI Meeting	Main Activities	Details
Date: Sep 16-18, 2009	Opening	<ul style="list-style-type: none"> ▪ Objective of RSPO in Thailand (Chair of Steering Committee) ▪ Opening by Secretary

		General of Thai Palm Oil and Oil Palm Association <ul style="list-style-type: none"> ▪ Speech by RSPO (Dr. Rao)
	Presentation	<ul style="list-style-type: none"> ▪ Introduction of RSPO ▪ NI process (previous process and process ahead) ▪ NIWG ▪ Thai P&C ▪ NI Draft 0
	Election of WG members	<ul style="list-style-type: none"> ▪ Structure: <ul style="list-style-type: none"> - 2 Secretariat + 1 Officer - 4 sub-working group - 1 Chairman
	Planning of WG	<ul style="list-style-type: none"> ▪ ToR ▪ Budget ▪ Timeline ▪ Code of conduct
	Discuss on NI	<ul style="list-style-type: none"> ▪ Group 1: Legal, Licensing + Social issues ▪ Group 2: Environment + Natural Resources ▪ Group 3: Agronomy + Mill Practices ▪ Group 4: Economic & Labour

There were several points of concern including

- *Opening:* It was suggested that opening should not be too long, just welcoming speech and report to Chairman.
- *Presentation:*
 - Who should present it? With regard to this point, presentation must be done by Thai members of RSPO in order to build up credibility of Thai NI. Presentation can be in Thai language.
 - Some participants proposed not to present TUV document in the 1st NI Meeting but rather have internal meeting before (mutually agreed to meet on 31st August and 2nd September) to get draft 0 by checking consistency of the content TUV document against Generic P&C as well as add indicators (if have) and present in the next meeting. With regard to this point, draft 0 will be presented in the 1st meeting to get inputs from participants of the meeting.

Since there were many discussions about draft 0, draft 1, TUV documents and Generic P&C back and forth. It was suggested to clarify the different of each term

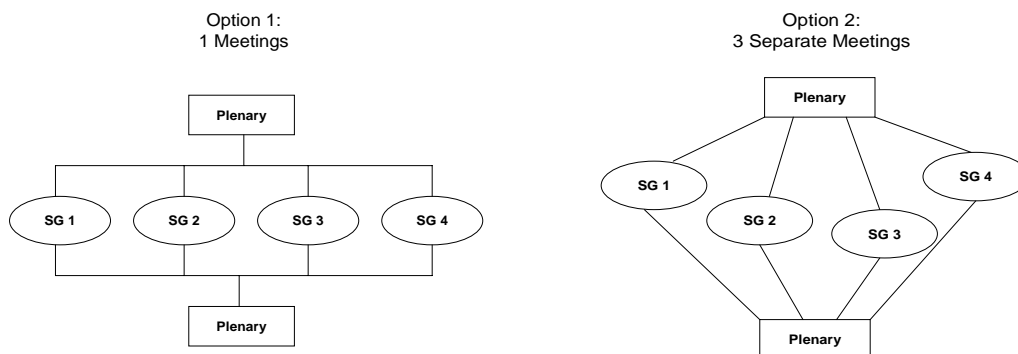
Generic P&C – Originally from RSPO and translate to Thai

TUV documents – English and Thai version
(need consistency for both Generic P&C and TUV documents)

NI Draft 0 – come from interpretation of TUV documents and Thai Generic P&C. NI draft 0 needs to be translated to Thai and get feedback from the 1st NI meeting.

NI Draft 1 – Revised NI draft 0 integrated feedback from the 1st NI Meeting

- **Participation:** It is suggested to involved CB in NI meeting (at least 2 different CB)
- **Election of WG members:**
 - Some participants proposed GTZ to be a Chairman of NIWG. In response to this point, GTZ rejected to be a Chairman but can be a Secretariat.
 - To find representatives from social and environmental group might be difficult for Thailand. Therefore, it was suggested to have large NGOs such as Oxfam and WWF involved in the WG as it is the must to have representatives from all 4 interest group. In the worse case, it might need to ask Oxfam to be representatives for both social and environment group. In case Thailand can't find representatives in some category, it must be justifiable by documents to RSPO secretariat that you can't find
- **Discussion on NI:** It's acceptable if each sub-group does not consist of representatives from all categories but overall working group must consist of all categories. It was discussed whether to have sub-group discussions in the 1st NI Meeting or separate sub-group meeting from the 1st NI Meeting as proposed in the model below.



Finally, it was agreed to have sub-group work session in each NI Meeting in order to be easy to manage and get feedback on draft NI in each meeting.

4.9 Follow up Plan

Follow up plan for key activities plan to occur during August to November was discussed. Due date and responsible persons were identified.

Date	Actions	Responsible Person
25/8	Finalize the program	Phanee/Kanok
26/8	Invitation <ul style="list-style-type: none"> ▪ Direct (name list) ▪ Open invitation <ul style="list-style-type: none"> - Radio - RSPO Webpage - OAE Webpage 	Phanee Phanee Sudarat Daniel Sudarat

27/8	Documentation of this meeting	Tien/Dear
28/8	Preparation for RT7 <ul style="list-style-type: none"> ▪ Send draft to Phanee ▪ Send draft to Dr. Rao ▪ Draft presentation consulting with team 	Sanin Phanee Sanin
28/8	Session plan	Daniel/Tien/Sawang
28/8	Prepare presentation <ul style="list-style-type: none"> ▪ Introduction to RSPO 	Pep - prepare Eng. Presentation; Sudarat – inform Dr. Palat; Dr. Palat translate to Thai version and present
31/8	Consistency Meeting – TUV Draft	Phanee
2/9	Consistency Meeting – TUV Draft	Phanee
2/9	Prepare presentation <ul style="list-style-type: none"> ▪ Thai P&C 	Chuladit Sudarat – inform Dr. Prakarn; Dr. Prakarn present
2/9	<ul style="list-style-type: none"> ▪ NI Draft 0 	Sanin
3/9	<ul style="list-style-type: none"> ▪ NI Process 	Sanin
3/9	<ul style="list-style-type: none"> ▪ NIWG 	
2/9	NIWG members <ul style="list-style-type: none"> ▪ List (name/organization/Tel./e-mail) 	Phanee/Sawang/Sudarat
10/9	Confirmation of Participants	Phanee
14/9	Prepare meeting documents	Phanee
15/9	Invite/ Brief Speaker <ul style="list-style-type: none"> ▪ RSPO (Dr. Rao) 	Daniel
15/9 (9:00 am)	Final preparation for NIWG (at the Gallery room on 3 rd floor, Plaza Athenee Hotel)	Team
	Letter Head	Phanee – coordinate with NI WG

Draft presentation consulting with team อันนี้มันจดไว้วันที่ 2/10 อะค่ะ แล้วคนที่ทำหน้าที่รับผิดชอบคือ คุณศานิน โดยปรึกษากับทีม หรือว่าตกลงเปลี่ยนแปลงเป็น รับผิดชอบโดยทุกคนและทำในวันที่ 28/8 เหมอค่ะ เพราะว่าต้องมีการบอกความคืบหน้าของ NIWG ด้วย เพราะฉะนั้นคิดว่าต้องรอให้ NI meeting ผ่านไปก่อนหรือเปล่า ยังงัยรอที่พี่ผู้จะมา double-check ก้อได้ค่า เข้าใจผิดพลาดยังงัยขออภัยด้วยนะคะ

With regard to RT 7, it is suggested to present NI Draft 1 in RT7 and use RT7 as a floor for public consultation of Draft 1.

Documentation of the NI-WG Meetings

The workshop facilitator, Tien, suggested following practices.

1. Clear topics of discussion
2. Record all points of discussion
 - Tape Record (តាមតម្រង)
 - Each Q&A need to address
 - name/organization
 - point of questions/answer
 - Chair of the meeting ensure discussion point-by-point and its conclusion
3. Reporting
 - Summary of results + process
 - Word by word from tape record
 - List + photos

For subgroup discussion layout, please refer to Annexes 5.4.

In response, the meeting agreed to record all points of discussion as summary results, while keep tape record of details discussion for reference.



5. ANNEXES

5.1 Presentation on MYNIWG



MYNI of RSPO P&C – Sharing of Process & Experience

by Mr Chew Jit Seng

*at Pre-THNI Workshop,
20 -21September 2009
Kasetsart University,
Bangkok, Thailand.*

RSPO
Roundtable on Sustainable Palm Oil

Outline

Introduction MYNIWG

Establishment of MYNIWG

MYNIWG Process

Lessons Learnt

Results & Conclusion

RSPO

Introduction MYNIWG

1. MPOA was tasked to lead the MYNIWG by the RSPO Executive Board.
2. Preparatory meeting held at RT4 side-event in Nov 2006 in Singapore.
3. Subsequent meetings were mainly held in KL except for 2nd meeting at FELDA Resort.
4. Meetings were normally held over 2-3 days
5. Terms of Reference – objectives, structure, selection / grouping / distribution of work, roles of MYNIWG members, **decision process**, reimbursement of expenses etc and Code of Conduct were formalized during the 1st meeting in March 2007.

RSPO

Objectives of MYNIWG

1. To clarify what is required to meet the RSPO P&C, guidance and indicators for RSPO Producers/Growers in the Malaysian context i.e. Peninsular Malaysia, Sabah & Sarawak.
2. To interpret the RSPO P&C, guidance & indicators to ensure they adequately describe sustainable production of palm oil in Malaysia.
3. To seek support for the MYNIWG interpretation of the RSPO P&C, guidance and indicators from Malaysian stakeholders.

RSPO

Establishment of MYNIWG

Chairman : MPOA Chief Executive & RSPO VP III

Coordinator - Mr Chew JS (Head, R&D - MPOA)

Technical Advisers - Dr Simon Lord (EB), Mr MR Chandran (RSPO), Dr Chan KW (MPOB) & Ms Toh SM (Social).

Three Working Groups based on core areas in RSPO P&C :

Group 1 : Legal, Labour, License and Social Issues

Group 2 : Agronomy and Mill Practices, Economics

Group 3 : Environment and Natural Resources

Work assigned to working groups according to RSPO P&C

RSPO

Establishment of MYNIWG cont.

Group Leaders appointed based on relevant background and experience, endorsed by the MYNIWG participants.

Group 1 Leaders : FELDA & SALCRA

Group Two Leader : Kulim

Group Three Leaders : Dr V. Rao & WWFM

Secretariat : MPOA Technical Staff

Minutes of meetings emailed to members after each meeting

Translation into national language by MPOA.

RSPO

MYNIWG Process

MYNIWG followed closely the guidelines provided by RSPO/Proforest:
- balanced composition, min. 2 physical meetings, at least 60 days public consultation, physical meeting after each public consultation and 45 % major indicators. DECISION BY CONSENSUS.

A total of 5 physical meetings were held between March and November 2007. Five draft documents were produced and translated by MPOA.

Communication on public consultation via newspaper advertisements and RSPO website.

Each MYNIWG meeting attended by representatives from industry, NGOs, smallholders and government.

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Decision Process

- All decisions (including those by work groups) are by consensus i.e. in the absence of any serious and sustained objections. Consensus does not imply absolute unanimity.
- If there is a serious and sustained objection by any **substantive member** on any indicator or guidance, Chairman will make a final attempt to seek consensus; after which the specific generic P&C indicator or guidance will be adopted.

MYNIWG Process cont.

Active debate on generic P&C during the break-out groups led by the Group Leaders.

Plenary Sessions summarize the proposed changes after each round of break-out group meetings.

Public comments received (standard format) were considered in the subsequent physical meeting.

Public forums and road-shows were conducted after final document to promote awareness, share experiences & obtain feedback

RSPO

Lessons Learnt

- Considerable interest and active debate during MYNIWG meetings, public forum & road-shows
- Most important lesson : need for balanced participation to maintain process credibility
- Key roles played by NGOs and government representatives
- Discussions in open and transparent manner, stakeholders able to share views and concerns
- Compromised solutions were found where serious disagreements occurred e.g. boundary stones adjacent to state land, publicly available info, paraquat, peat/water management, riparian reserves, HCV/ERTs lists etc

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Lessons Learnt cont.

- Feedback from field testing and test audits were considered to address concerns on practicality
- Conflicting criteria and inconsistencies were addressed where possible
- Independent smallholders' concerns taken into consideration in setting indicators and guidance
- Consideration given to organized smallholders under scheme management and small-growers in MYNIWG draft document
- Separate NI processes for smallholders
- Need to consider changes in the generic P&C
- Generic P&C to be reviewed every 5 years

RSPO

Results & Conclusion

MYNIWG provides specific interpretation of RSPO P&C, indicators & guidance for practical application at national and state level

MYNIWG process and document developed in accordance with RSPO requirements through a robust and transparent process with active participation from Malaysian Stakeholders

RSPO



5.2 Presentation on INA-NIWG

RSPO Indonesian National Interpretation Working Group
Roundtable on Sustainable Palm Oil (INA-NIWG)

Indonesian National Interpretation Experience Overview

Ismu Zulfikar – Secretary INA NIWG

www.rsponaniwg.org

Presented in Workshop Experiences Thai National Interpretation, Augustus 20, 2009, Bangkok

1

RSPO Indonesian National Interpretation Working Group
Roundtable on Sustainable Palm Oil (INA-NIWG)

Development Process of INA-NIWG

- Since July 2006 Consultative Working Group (CWG) on National Interpretation has been established by Indonesia Palm Oil Association (IPOA).
- The CWG IPOA aimed to produce Draft of National Interpretation to be used as guidance of RSPO P&C implementation by all IPOA members.
- On 13th November 2006, GAPKI organized a kick-off meeting on National Interpretation of RSPO P&C and invited wider stakeholders among palm oil supply chain, e.g plantations, NGOs, smallholders' representatives, Bankers and government officials.
- The objectives of meeting were to introduce RSPO, Principle and Criteria and to seek initial agreement on input and format of National Interpretation of P&C for Indonesia that was developed earlier by IPOA, and also IPOA offered the Draft of National Interpretation to the Indonesian National Interpretation Working Group as a reference.

2

Development Process of NA-NIWG

- The meeting also called for participation and cooperation among other palm oil stakeholders.
- The meeting agreed on principal with the format of National Interpretation of P&C proposed by IPOA
- The Meeting appointed some key-persons to take charge of the formation of the Indonesian National Interpretation Working Group
- 11th January 2007 The Indonesian RSPO National Interpretation Working Group (INA-NIWG) was formally formed.

3

Scope of Work

- Establishing the National Interpretation based on the input Indicators/parameters that have been approved and the appropriate P & C,
- Conducting Field Test to see if NI RSPO can be applied easily and encourage sustainable palm oil
- Conducting public consultations to obtain public input
- Submit the Final NI to RSPO Executive Boards to get the endorsement

4

Stage of Work

1. Developing Term Of Reference (Detailed Job, Schedule Work Program etc)
2. Working Group were divided into 4 Sub Group. The Work can be more effective.
3. Sub Group conduct mapping indicator/parameters that associated with the RAPO P & C.
4. Sub Group conduct work discussion to propose indicators
5. Secretariat conduct Plenary meeting for Indicator stipulating

5

Stage of Work

6. Define Document Status :
 1. Draft I
 2. Draft II after Public consultation and Field Test
 3. Final Draft After Second Public Consultation

7. Field Test
8. Public Consultation, via website and Physical Meeting
9. Submit to EB RSPO

6

Structure of INA NIWG

- **Chairman** : Daud Dharsono (IPOA)
- **Secretary** : Ismu Zulfikar (IPOA)
- **Group 1 : Legal, License & Social Issues :**
Lead by – Mr. Rudy Lumuru (Sawit Watch – Social NGO)
- **Group 2 : Environment and Natural Resources:**
Lead by – Dr. Rosediana Suharto (IPOC/IPOB)
- **Group 3 : Agronomy and Mill Practices :**
Lead by – Dr. Darnoko (Indonesian Oil Palm Research Institute/IOPRI)
- **Sub Group 4 : Economics and Labor:**
Lead by – Mr. Steaven Halim (IPOA)

7

Tasks of Sub GROUP to Propose Indicators

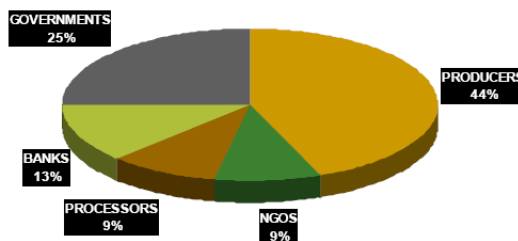
Principles	Criteria's for Sub Groups			
	Sub Group 1	Sub Group 2	Sub Group 3	Sub Group 4
1	Criteria 1.1; 1.2			Criteria 1.2
2	Criteria 2.1; 2.2; 2.3			
3				Criteria 3.1
4		Criteria 4.3; 4.4; 4.5; 4.6	Criteria 4.1;4.2; 4.5; 4.6	Criteria 4.7; 4.8
5		Criteria 5.1;5.2;5.3;5. 4; 5.5;5.6	Criteria 5.3; 5.4	
6	Criteria 6.1;6.2,6.3,6.4, 6.10,6.11			Criteria 6.5;6.6;6.7;6. 8;6.9,
7	Criteria 7.1;7.5;7.6	Criteria 7.1;7.3;7.7	Criteria 7.2; 7.4	
8	Criteria 8.1	Criteria 8.1	Criteria 8.1	Criteria 8.1 s

INA-NIWG Members

- **Group 1 : Legal, License & Social Issues :**
 - Members: Social NGO Sawit Watch, Indonesian Palm Oil Commission (IPOC), IPOA Members, Ministry of Agriculture, Ministry of Environment
- **Group 2 : Environment and Natural Resources:**
 - Members: WWF-Indonesia, The Nature Conservancy (TNC), IPOA, RSPO Producer Members, Ministry of Agriculture, Ministry of Environment
- **Group 3 : Agronomy and Mill Practices :**
 - Member : IPOA, Ministry of Agriculture
- **Group 4 : Economics and Labor:**
 - Members: AIMMI, Sawit Watch, IPOA Members, APOLIN, Ministry of Trade, Banks (Bank Mega, Bank Permata, Bank Mandiri, Standard Chartered Bank)

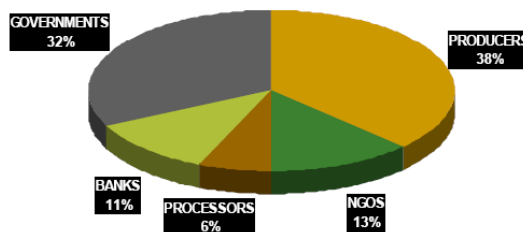
9

INA-NIWG Members (*by Institution*)



10

INA-NIWG Members (*by Number of Person*)



11

Thank you

5.3 Points for further discussion and/or questions to be answered

NI Options	NI Experiences - Malaysia	NI Experiences - Indonesia	Other Questions
5 NI Meeting 5 Announcement?	Advise on smallholders participation? - differences for smallholders to be identified - Specific guidance for smallholders (indicators!)	How do you find voluntary company for field test?	How much for the budget? Who will pay for that?
For Thailand, How? - Center NI (BKK) - Field NI (Krabi)	Final reference documents? (Eng/Thai)	How do you decide to split up to sub-groups?	Who will assess for the field test? How?
What is Field Test? How to do that?	Public hearing - No. of people depends on location and size of ind.	How do you decide for tasks for each sub-group?	
NGOs (especially RSPO members worldwide) in Thailand, palm oil is not their mission, how we convince them to participate in NIWG meeting?	Who manage P&C after having Thai P&C?	Who make a decision to have 4 sub-groups? What will be the process?	
Should we have THNIWG website?	How to deal with contradicted comments from public consultation?	When should be the best step to make field test?	
Compulsory indicators by law/by NIWG?	How should NIWG meeting look likes? Open for all stakeholders or only focus on "real" stakeholders?	How many physical NI Meeting you have? And how many days needed?	
Benefits for smallholders and mill investors in clarifying RSPO	Translation to local language is agreed by all?		
	Who paid for the expenses?		
	When to decide on compulsory indicators?		
	How the Malaysian growers support to RSPO in the way?		

5.4 Referenced Website

www.hcvf.org

www.rspo.org

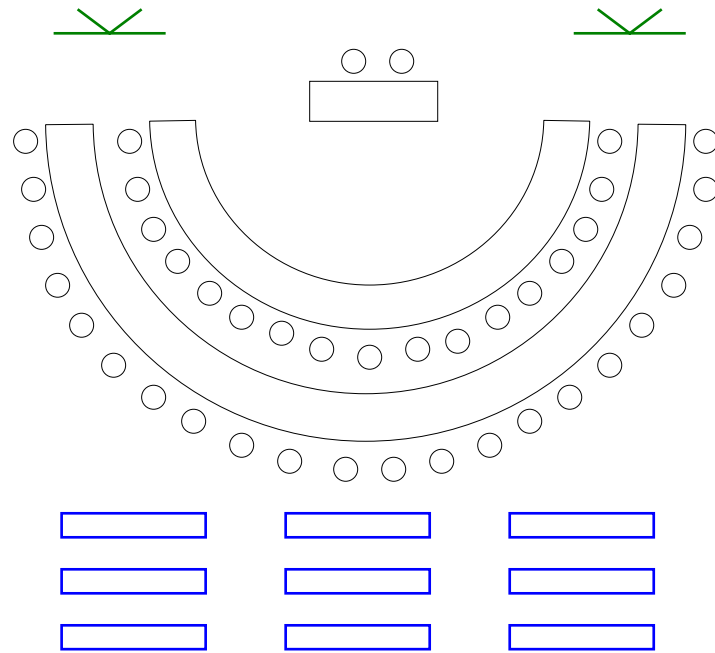
www.greenpalm.org

www.rspoinniwg.org

5.5 Plan Schedule for NI Meetings

Mon	Tue	Wed	Thu	Fri	Sat	Sun
AUG						
24	25	26	27	28	29	30
TUV Draft Meeting 31	SEP 1	TUV Draft Meeting 2	3	4	5	6
7	8	9	10	11	12	13
14	Final Prep. for 1 st NIWG 15	1 st NIWG Meeting, BKK 16 17 18			19	20
21	22	Meeting Report for 1 st NIWG Meeting 23	24	25	26	27
28	29	OCT 2.1 NIWG Meeting, BKK 30 1 2			3	4
5	6	Meeting Report for 2.1 NIWG Meeting 7	8	9	10	11
12	13	2.2 NIWG Meeting, BKK 14 15 16			17	18
Mon Tue Wed Thu Fri Sat Sun						
OCT		Meeting Report for 2.2 NIWG Meeting 21	22	23	24	25
26	27	2.3 NIWG Meeting, BKK 28 29 30			31	NOV 1
RT 7 Meeting, KL		2	3	4	5	6
7	8	9	10	11	12	13
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	DEC					
7	8	9	10	11	12	13

5.6 Sub-group Discussion Layout



5.7 Workshop Images



