

Name scheme: RSPO

Scores	Interpretation
3	Strong
2	Good
1	Medium
0	Weak / non-compliant / non-existent
?	Information missing / not accessible
n.a.	Not applicable / relevant
	Yes or no : This gives no indication of the level of compliance; but indicates whether this element is part of the standard.

References

- Report: [UNDP Joint Study on the Similarities and Differences of the ISPO and the RSPO Certification Systems \(2015\)](#)
- RSPO Certifications Systems for Principles & Criteria June 2017
- RSPO Principles and criteria November 2018
- Guidance Document on: RSPO-RED Requirements for compliance with the EU Renewable Energy Directive requirements Version of 4 February 2013
- RSPO Management System Requirements and Guidance for Group Certification of FFB Production, Revised Version, as endorsed by the Board of Governors on 8th March 2018
- RSPO Complaints and Appeals Procedures Endorsed by the Board of Governors on 14/06/2017
- Report: WWF (2018): Roundtable on Sustainable Palm Oil (RSPO) vs Malaysian Sustainable Palm Oil (MSPO). A comparison based on WWF's Certification Assessment Tool (CAT), 2018. Data RSPO from 2016, data MSPO from 2017
- Report: Daemeter (2014), a comparison of leading palm oil certification standards applied in Indonesia, may 2014, Full report
- RSPO Code of Conduct for Members 2017-English, Endorsed by the RSPO General Assembly GA14, on 30th November 2017

Assurance requirements

Scheme requirements

Score

Accreditation

<p>The accreditation or oversight body is independent from the scheme owner. It is responsible for decisions on the accreditation status of a certification body, including application, approval, suspension or termination.</p>	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>2.1.1 Any CB that wishes to offer a service of certification assessment against RSPO certification standards must be specifically accredited by the Accreditation Body (AB) that is operating on behalf of the RSPO.</p> <p>2.1.2 CBs accredited for RSPO P&C (including Group Certification) are allowed to conduct related RSPO verification activities such as RSPO NPP, and compliance audits for RSPO RED, RSPO NEXT and Group Certification. Accredited CBs for RSPO P&C must be in compliance with the relevant requirements defined by RSPO. CB Accreditation for RSPO SCC should refer to RSPO Supply Chain Certification Systems Document.</p> <p>2.2 The AB shall be responsible for decisions on the accreditation status of a CB, including application, approval, suspension, withdrawal or termination, as well as expanding and reducing the scope of accreditation.</p> <p>2.2.3 The AB's documented systems and procedures shall include annual monitoring and reviews of CBs' competence and implementation of all RSPO-specific requirements. The AB shall publish its finalized P&C witness and compliance audit reports of accredited CBs on its website.</p> <p>2.3.1 The AB shall have a documented procedure in place for the suspension, withdrawal or termination of the accreditation of CBs.</p>	<p>3</p>
<p>Accreditation of certification bodies takes place through one of the following approaches:</p> <ul style="list-style-type: none"> * Accreditation by a national accreditation body affiliated to the International Accreditation Forum (IAF) or; * Accreditation by a full member of associate member of ISEAL or; * Certification bodies accredited by Accreditation Services International (ASI) * Accreditation by bodies having a bilateral agreement with the European co-operation for Accreditation (EA) or; * Certification bodies accredited by American National Standards Institute (ANSI) 	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>1.2. Elements of the RSPO certification scheme</p> <p>1.2.1.b Accreditation requirements: These are the requirements, defined in this document, for ensuring that (i) the organization that undertakes the accreditation of CBs (the AB) is competent and produces credible, consistent results; and (ii) the organizations (CBs) which undertake certification are competent and produce credible, consistent results. Accreditation requirements for CBs wishing to become accredited for RSPO SCC auditing are outlined in the separate RSPO SCC Certification Systems document.</p> <p>2.2. Requirements for the Accreditation Body</p> <p>2.2.1 [...] The AB shall demonstrate this either by being a signatory to the appropriate International Accreditation Forum (IAF) Multilateral Recognition Arrangement (MLA) or through full membership of the International Social and Environmental Accreditation and Labelling Alliance (ISEAL).</p>	<p>3</p>
<p>The accreditation organization monitors, conducts review and/or surveillance of accredited certification bodies.</p>	<p>* RSPO Principle & Criteria Certification Systems - June 2017-English</p> <p>2.2.3 The AB's documented systems and procedures shall include annual monitoring and reviews of CBs' competence and implementation of all RSPO-specific requirements. The AB shall publish its finalized P&C witness and compliance audit reports of accredited CBs on its website.</p>	<p>3</p>

Independency of audit

<p>The audits or verifications are carried out by an external third party (not the economic operator). This means that the auditor or verifier is free from conflict of interest, independent of the activity being audited and independent in providing, suspending or withdrawing certificates.</p>	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>3. General requirements for Certification Bodies (CBs) Accreditation of CBs</p> <p>3.1. [...] 3.6.1 Any person or entity engaged by the CB or the CB itself shall:</p> <p>a. Declare any and all interests which may potentially affect the certification process and/or which could possibly constitute a conflict of interest, in advance of engaging in a certification process against the requirements of any RSPO Certification Standards.</p> <p>b. Report any circumstance or pressure that may influence its independence or confidentiality immediately to the executive management of the CB. The executive management of the CB shall notify the RSPO and the AB of any such report and ensure that any such report is included in the certification report of the certification process and in the file of the client.</p> <p>3.6.3 The CB shall have documented procedures for preventing, reviewing and acting upon any conflict of interest declarations made by its auditors. These procedures shall ensure that the declared potential or actual conflict of interest does not influence the evaluations, actions or decisions of the CB.</p> <p>3.6.5 The CB and members of its assessment teams shall have maintained independence from the organization being assessed for a minimum of three years to be considered not to have a conflict of interest.</p> <p>4.8 Decision making</p> <p>4.8.1 The final decision on certification approval for an organization is made by the certification body. All major non-compliances shall be addressed to the satisfaction of the CB before certification is granted.</p> <p>* Daemeter (2014): RSPO relies on accredited outside third parties (Certification Bodies) to assess compliance and issue a certificate. Accreditation of certification bodies is renewed annually, and is now carried out by an independent third party (Accreditation Services International).</p>	<p>3</p>
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Selection of and requirements to certification bodies

<p>The certification bodies to undertake audits on behalf of the scheme and the procedure to select or exclude certification bodies shall be described by the scheme owner</p>	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>2.2.2 The AB shall be responsible for decisions on the accreditation status of a CB, including application, approval, suspension, withdrawal or termination, as well as expanding and reducing the scope of accreditation.</p> <p>2.2.3 The AB's documented systems and procedures shall include annual monitoring and reviews of CBs' competence and implementation of all RSPO-specific requirements. The AB shall publish its finalized P&C witness and compliance audit reports of accredited CBs on its website.</p> <p>2.3 Suspension, withdrawal and termination of accreditation</p> <p>2.3.1 The AB shall have a documented procedure in place for the suspension, withdrawal or termination of the accreditation of CBs.</p> <p>2.3.2 The AB shall notify the RSPO Secretariat of the suspension, withdrawal or termination of accreditation for any CB within 24 hours. The RSPO will inform RSPO members of such developments in two days [...].</p> <p>3. General requirements for Certification Bodies (CBs) Accreditation of CBs</p> <p>3.1. [...] 3.2.1 The CB shall only carry out RSPO certification processes described in this document after the date of its accreditation, and only within the scope of its accreditation...[...].</p>	<p>3</p>
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<p>The scheme owner requires certification bodies to be compliant with ISO/IEC 17065, ISO/IEC 17021, ISO/IEC 17020 or equivalent</p>	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u> <u>2.2. Requirements for the Accreditation Body</u> 2.2.1 The AB shall demonstrate that it complies with the intent and requirements of ISO/IEC 17011:2004 Conformity Assessment - General Requirements for Accreditation Bodies Accrediting Conformity Assessment Bodies. 2.2.4 [...] These systems and procedures shall be designed to ensure that accredited RSPO CBs are operating in a manner consistent with the intent and requirements of ISO/IEC 17065 Conformity Assessment - Requirements for Bodies Certifying Products, Processes and Services (ISO/IEC 17065), together with the specific RSPO requirements detailed in sections 3 and 4 of this document. 2.2.5 This document includes some areas of overlap with ISO/IEC 17065 and/or ISO/IEC 17021. Where there is any inconsistency or conflict between these RSPO Certification Systems and any relevant International Organization for Standardization (ISO) requirements, the RSPO requirements shall always take precedence. ISO/IEC 17065 and/or ISO/IEC 17021 recognizes that there will be additional requirements for specific certification schemes. The specific requirements for RSPO certification are detailed in sections 3 and 4 of this document, and are necessary to ensure a sufficient level of technical rigour and credibility. <u>3. General requirements for Certification Bodies (CBs) Accreditation of CBs</u> [...]. 3.3.2 The CB shall develop systems and procedures for certification assessments consistent with the guidance in ISO 19011 – Guidelines for Auditing Management Systems (ISO 19011), with modifications to take into account the specific requirements set out in this document.</p>	<p>3</p>
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<p>There are quality requirements (competences) for auditors documented by the scheme.</p>	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u> <u>3. General requirements for Certification Bodies (CBs) Accreditation of CBs</u> <u>3.8 Assessment team composition requirements</u> 3.8.1 [...] engaged on its behalf in auditing against the requirements of the RSPO Standards, are trained and knowledgeable about the applicable processes, procedures and documents, and comply with the requirements of the RSPO Certification Systems as a whole. 3.8.2 The CB shall ensure that the skills and experience of RSPO certification assessment teams is consistent with the intent and requirements of ISO 19011, with modifications to take into account the specific requirements of the RSPO Certification Systems. [...]. 3.8.3 RSPO certification assessment teams shall always include a lead auditor as team leader. 3.8.4 Composition of RSPO P&C audit teams (including NPP verification) shall ensure that the team can demonstrate sufficient oil palm expertise and knowledge of RSPO requirements to address all of the requirements of the RSPO P&C relevant to a specific assessment, including the legal, technical, environmental and social issues, and shall consist of auditors who have: a. Successfully completed an RSPO endorsed P&C lead auditor course (for all auditors on the team); field experience in the palm oil sector (for all auditors on the team); c. Local/regional knowledge and experience, including knowledge of local laws; [...]. 3.8.5 When local experts are used, e.g. for community consultations, the CB will have the responsibility to provide adequate training on RSPO requirements to these experts prior to the audit. <u>3.9 Lead auditor requirements</u> 3.9.1 RSPO lead auditors shall have, as a minimum:[...]..</p>	<p>3</p>
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Standard requirements and compliance levels of standard

<p>The certification standards of the voluntary scheme are revised at least every five years.</p>	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u> 1.3.4 A review of this document will take place within five years of publication. The review will include an assessment of the effectiveness of the accreditation mechanism and the continued competence of the current AB. [...]. * <u>RSPO Standard Operating Procedure for Standards Setting and Review June 2017</u> 1.2 Review and Revision of existing standards 1.2.1 RSPO standards are reviewed at least every five years from their publication date, and the planned start date of the subsequent review is made publicly available and included in the standard.</p>	<p>3</p>
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<p>The certification standard clearly distinguishes mandatory requirements from recommendations and guidance.</p>	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u> 1.1 Introduction to the RSPO and to this document 1.1.2A. The RSPO Principles and Criteria for the Production of Sustainable Palm Oil (RSPO P&C) is structured as a series of principles, criteria, indicators and guidance, and is designed to be used by palm oil growers and millers to implement sustainable production practices. The RSPO National Interpretation (NI) of the RSPO P&C must be used when the applicable NI has been endorsed by the RSPO. * <u>RSPO Principles and criteria November 2018</u> This document (RSPO P&C 2018) defines Indicators for each Criterion and further Guidance where useful. Indicators are specific pieces of objective evidence that shall (must) be in place to demonstrate or verify that the Criterion is being met, i.e. they constitute the normative part of the standard together with the Principles, Criteria and definitions. Guidance consists of useful information to help the unit of certification and auditor understand what the Criterion and/or Indicators mean in practice, to indicate good practice, and practices that should be followed. Guidance constitutes the informative part of the standard. * <u>Daemeter (2014)</u>: RSPO and ISPO provide 'indicators' and 'guidance' for each criterion. These indicators describe the types of records or proof necessary to demonstrate compliance. The guidance sections provide additional instruction and interpretation of criteria.</p>	<p>3</p>
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<p><u>Requirements for compliance to achieve certification</u> The sustainability criteria need to be fully complied with (100%) over a defined timeline. A certain flexibility is possible for economic operators with small scale, low intensity and/or low risk.</p>	<p>* <u>RSPO Principles and criteria November 2018</u> The RSPO P&C apply to all production level companies. [...] The unit of certification is responsible for the certification of related Scheme Smallholders and outgrowers within three years of obtaining its own certificate (see section 4.1.3 in RSPO Certification Systems 2017). Guidance for implementation of the RSPO P&C 2018 for Scheme Smallholders and outgrowers will be developed. [...]. A separate standard is currently being developed for Independent Smallholders. [...]. Compliance with the RSPO P&C and all requirements as outlined in associated documents is required in order for certification to be awarded. Any non-conformities may result in suspension or loss of certification (see section 4.9 in RSPO Certification Systems 2017). Compliance must be demonstrated with the normative part of the P&C, i.e. the Principles, Criteria and Indicators. Non-conformities are raised at Indicator-level by auditors. The informative part (i.e. Annex 2 Guidance) is there to help with implementation of Indicators, but is not normative, nor can non-conformities be raised against this section. This document identifies critical (C) Indicators proposed by the RSPO Principles and Criteria Review Task Force and endorsed by the RSPO BoG on 12 October 2018. * <u>RSPO Certifications Systems for Principles & Criteria June 2017</u> 1.1 Introduction to the RSPO and to this document 1.1.2A. [...] The RSPO P&C are designed to be used before, during and after any land is developed for oil palm plantings. The RSPO New Planting Procedure (NPP) specifies a sub-set of RSPO P&C that must be independently evaluated prior to any development of new plantings. [...]. <u>4. Certification process requirements for certification against P&C Unit of certification</u> 4.1.1 For audits against the RSPO P&C, the unit of certification shall be the mill and its supply base. [...]. 4.1.1.3 The directly managed lands (or estates) shall be compliant with the P&C in order for a certificate to be awarded. The mill shall develop and implement a plan to ensure that 100% of scheme smallholders and scheme outgrowers are compliant with the standard within three years of the mill's initial certification. [...]. * <u>Daemeter (2014)</u>: RSPO [and ISPO] require full compliance with all criteria in order to be certified, or an approved time-bound plan for addressing minor non-compliances.</p>	<p>3</p>
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<p>The scheme has a progressive entry level (this means 100% compliance with the criteria is not required from the start but should be reached over time)</p>	<p>* RSPO Certifications Systems for Principles & Criteria June 2017 4. Certification process requirements for certification against P&C Unit of certification 4.1.3 The directly managed lands (or estates) shall be compliant with the P&C in order for a certificate to be awarded. The mill shall develop and implement a plan to ensure that 100% of scheme smallholders and scheme outgrowers are compliant with the standard within three years of the mill's initial certification...[...]. 4.5 Minimum requirements for multiple management units 4.5.1 Organizations that have multiple management units, and/or a majority holding in and/or management control of more than one autonomous company growing oil palm, will be permitted to certify individual management units and/or subsidiary companies under certain conditions. [...] This process is permitted only if all of the following are complied with: 4.5.2 RSPO membership: The parent organization or one of its majority owned and/or managed subsidiaries is a member of the RSPO. 4.5.3 Time-bound plan: [...]... * RSPO Principles and criteria November 2018 The RSPO P&C apply to all production level companies, [...]...The unit of certification is responsible for the certification of related Scheme Smallholders and outgrowers within three years of obtaining its own certificate (see section 4.1.3 in RSPO Certification Systems 2017). [...]... * Feedback from RSPO: There will be a step-wise approach for the independent Smallholder Standard (which is under development and to be ratified at GA 2019)</p>	<p>YES</p>
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<p>In case of a progressive entry level, the scheme owner has set clear requirements on how to increase the percentage of compliance over time.</p>	<p>* RSPO Certifications Systems for Principles & Criteria June 2017 4. Certification process requirements for certification against P&C Unit of certification 4.1.3 The directly managed lands (or estates) shall be compliant with the P&C in order for a certificate to be awarded. The mill shall develop and implement a plan to ensure that 100% of scheme smallholders and scheme outgrowers are compliant with the standard within three years of the mill's initial certification. In monitoring compliance with this timeline, the CB shall raise an observation after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years. 4.5 Minimum requirements for multiple management units 4.5.1 Organizations that have multiple management units, and/or a majority holding in and/or management control of more than one autonomous company growing oil palm, will be permitted to certify individual management units and/or subsidiary companies under certain conditions. [...] This process is permitted only if all of the following are complied with: 4.5.2 RSPO membership: The parent organization or one of its majority owned and/or managed subsidiaries is a member of the RSPO. 4.5.3 Time-bound plan: A time-bound plan for certifying all its management units and/or entities, including the units where the organization has management control and no or minor shareholding, is submitted to the CB during the initial certification audit. The time-bound plan should contain a current list of all estates and mills. (a) As a minimum, all estates and mills shall be certified within five years after obtaining RSPO membership. [...] (b) Progress towards this plan shall be verified and reported on in subsequent annual surveillance audits by the CB. [...]</p>	<p>3</p>
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Scope of certification at farm producer level

<p>External audits take place on a producer unit level (farm level). The audit scope is the full production unit. The producer level is the first point of certification in the chain of custody.</p>	<p>* UNDP (2015)- Joint study ISPO and RSPO At the company plantation level, the RSPO unit of certification is the mill and its FFB supply base such as plasma smallholder farmers, independent smallholders, and plantations without a mill. Independent smallholders are certified through a Group Certification System, in which the group is legally registered. * Daemeter report (2014): RSPO's Principles and Criteria for Certified Sustainable Palm Oil (CSPO) are applicable to mills (the certification unit) and their supply base. Under RSPO, the unit of certification is the mill and, depending on ownership structure, is registered under the name of the individual subsidiary itself or the holding company, whichever is registered as an RSPO member.</p>	<p>3</p>
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<p>Partial certification of the farm area is not possible. Producers are required to certify their whole unit of certification, which shall include owned land, leased and rented land.</p>	<p>* RSPO Certifications Systems for Principles & Criteria June 2017 1.1 Introduction to the RSPO and to this document 1.1.2A. [...]...The RSPO P&C are designed to be used before, during and after any land is developed for oil palm plantings. The RSPO New Planting Procedure (NPP) specifies a sub-set of RSPO P&C that must be independently evaluated prior to any development of new plantings. [...]. 1.5 Definitions Management unit: Unit of certification, which is the mill and its supply base. 4 Certification process requirements for certification against P&C Unit of certification 4.1.1 For audits against the RSPO P&C, the unit of certification shall be the mill and its supply base. Where more than one mill shares the same supply base, deviations may be requested from the RSPO Secretariat to include more than one mill on a single certificate. Where organizations are managing plantations only, with an integrated mill, or where the mill is not yet established (e.g. during NPP verification, or where the organization wishes to be certified during the land development stage and/or before production has commenced) the requirements in the P&C relating only to mills are not applicable. * RSPO criteria 4.4.1 (C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners [...]... * Daemeter report (2014): RSPO's Principles and Criteria for Certified Sustainable Palm Oil (CSPO) are applicable to mills (the certification unit) and their supply base. [...]... RSPO strictly prohibits partial certification, requiring that all subsidiaries in which a holding company owns majority share must become certified * RSPO Certifications Systems for Principles & Criteria June 2017 4.4 Procedure for the initial audit process 4.4.6 In cases where an organization seeking certification contracts or outsources non- processing activities to independent third parties (such as labour, transport and external bulking activities), the activities of these third parties fall inside the scope of certification, and they shall comply with all relevant requirements of the RSPO certification standards. A risk assessment by the CB shall determine whether a site visit to the third party is required. [...].</p>	<p>3</p>
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<p>Organisations are required to certify all (eligible) units under their control in accordance with a time-bound plan. This means that all subsidiaries of a parent company required to become certified (in time) against the P&C requirements.</p>	<p>* RSPO Certifications Systems for Principles & Criteria June 2017 1.1 Introduction to the RSPO and to this document 1.1.2A. [...]...The RSPO P&C are designed to be used before, during and after any land is developed for oil palm plantings. The RSPO New Planting Procedure (NPP) specifies a sub-set of RSPO P&C that must be independently evaluated prior to any development of new plantings. [...]. 4. Certification process requirements for certification against P&C Unit of certification 4.1 For audits against the RSPO P&C, the unit of certification shall be the mill and its supply base. [...]... 4.1.2 The unit of certification shall include both directly managed land (and estates) and scheme smallholders and outgrowers, where estates have been legally established with proportions of lands allocated to each. The CB has to establish the status of the smallholders at the time of the assessment 4.5 Minimum requirements for multiple management units 4.5.1 Organizations that have multiple management units, and/or a majority holding in and/or management control of more than one autonomous company growing oil palm, will be permitted to certify individual management units and/or subsidiary companies under certain conditions. A majority shareholding is defined as the largest shareholding, where the largest shareholdings are equal (e.g. 50/50) this applies to the organization that has management control. This process is permitted only if all of the following are complied with: 4.5.2 RSPO membership: The parent organization or one of its majority owned and/or managed subsidiaries is a member of the RSPO. 4.5.3 Time-bound plan: A time-bound plan for certifying all its management units and/or entities, including the units where the organization has management control and no or minor shareholding, is submitted to the CB during the initial certification audit. The time-bound plan should contain a current list of all estates and mills. (a) As a minimum, all estates and mills shall be certified within five years after obtaining RSPO membership. [...] (b) Progress towards this plan shall be verified and reported on in subsequent annual surveillance audits by the CB. [...] (c) Any revision to the time-bound plan or to the circumstances of the company shall cause the time-bound plan to be reviewed by the CB. [...] (d) Where there are isolated lapses in implementation of a time-bound plan, a minor non-compliance shall be raised. Where there is evidence of fundamental failure to proceed with implementation of the plan, a major non-compliance shall be raised; Requirements for uncertified management units: (a) No replacement of primary forest or any area required to maintain or enhance HCVs in accordance with RSPO P&C criterion 7.3. [...]... * Daemeter report (2014): RSPO's Principles and Criteria for Certified Sustainable Palm Oil (CSPO) are applicable to mills (the certification unit) and their supply base. [...]... RSPO strictly prohibits partial certification, requiring that all subsidiaries in which a holding company owns majority share must become certified</p>	<p>3</p>
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Outsourcing of activities: The activities of third parties as outsourced activities fall in the scope of certification, and they shall fully comply with the relevant requirements of the standard.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>4.4 Procedure for the initial audit process</u></p> <p>4.4.6 In cases where an organization seeking certification contracts or outsources non- processing activities to independent third parties (such as labour, transport and external bulking activities), the activities of these third parties fall inside the scope of certification, and they shall comply with all relevant requirements of the RSPO certification standards. A risk assessment by the CB shall determine whether a site visit to the third party is required. [...].</p>	3
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Complaints mechanism

Certification bodies have formal and transparent, publicly available procedures in place for handling disputes and complaints related to certification and surveillance.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>3.11 Feedback mechanism and Complaints process</u></p> <p>3.11.1 The CB shall have a system to collect feedback from their clients on the performance of its auditors.</p> <p>3.11.2 Information about procedures for handling complaints and grievances shall be made available by the CB on its website and request to any interested party (clients and stakeholders) in language(s) considered appropriate for the stakeholders. This shall include complaints against the certified organization, the certification decision or the CB itself.</p> <p>3.11.3 A CB shall notify the AB and RSPO within seven days if a complaint is received from any RSPO stakeholders concerning its competency, or concerning the outcome or implementation of a certification assessment that it conducted. The CB shall seek resolution of complaints [...].</p> <p>3.11.4 If the complaint refers to the conditions of RSPO membership the CB will inform the RSPO Secretariat if a resolution was not achieved within 60 days</p> <p><u>4.15 Publicly available information</u></p> <p>The following documents shall be publicly available upon request, and on the websites of the CB and/or the RSPO:</p> <p>[...] (b) CB's Procedures for complaints and grievances, including resolution mechanisms, on the CB's website;</p>	3
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The scheme owner has formal and transparent, publicly available procedures in place for handling disputes and complaints related to conflicts resulting from the relationship between a certification body and the organization or entity to be certified.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p>2.2.9 The AB has a Dispute Management which primarily deals with the performance and decision-making of the certification bodies (CBs).</p> <p>* <u>RSPO Complaints and Appeals Procedures</u></p> <p><u>1. PURPOSE AND SCOPE 1.1.</u> The purpose of this Procedure for Complaints and related Appeals is:</p> <p>1.1.1. to provide the procedure for dealing with complaints arising from a breach of the RSPO Key Documents as stipulated in section 4.2 and appeals against the decision of the Complaints Panel in relation to such Complaints; 1.1.2. to ensure that any alleged breaches of the standards, procedures and codes in RSPO Key Documents as prescribed in Section 4 of this document are handled and resolved in a fair, impartial and transparent manner; and 1.1.3. the procedures set forth in relation to complaints and appeals are guided by the principles relating to accessibility, efficiency, impartiality, accountability, and independence.</p> <p><u>5. COMPLAINT SUBMISSION RECEIPT & ACCEPTANCE THEREOF</u></p> <p>[...] 5.9. In cases where the complaint is against an RSPO member in relation to a breach of the provisions of the RSPO Key Documents by its certified facility, the Secretariat shall in consultation with the Complaints Panel, refer the Complaint to the Certification Body and or where it deems appropriate to the Accreditation Body.</p> <p>5.10. In cases where the complaint is against a Certification Body in relation to a breach of the provisions of the RSPO Key Documents the Secretariat shall refer the complaint to the Accreditation Body.</p> <p><u>8. DUTIES OF THE SECRETARIAT IN RELATION TO THE COMPLAINTS PANEL & INVESTIGATIONS</u></p> <p>8.3.3. Any information arising from processes associated with the evaluation of the Certification Body or the Accreditation Body in respect of Complaints referred to them pursuant to section 5.9</p> <p><u>7. POWERS OF THE COMPLAINTS PANEL</u></p> <p>7.1.11. to consider any information from or decision of the Certification Body and or the Accreditation Body in respect of Complaints referred to them;</p>	3
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Auditing (frequency) and risk assessment

There is a documented assessment methodology for certification bodies on how to assess compliance with the standards of the voluntary scheme	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>4.4 Procedure for the initial audit process</u></p> <p>4.4.1 The CB shall define procedures for the certification audit process. As a minimum, these shall be consistent with the intent and requirements of ISO 19011.// 4.4.2 The CB's procedures shall require that the certification audits, and the subsequent surveillance audits, use the following range of methods to collect objective evidence: documentation review, field checks and interviews with internal and external stakeholders (for further details on stakeholders see 4.6.3). <u>4.8 Decision making</u> <u>4.9 Addressing major and minor non-compliances</u> <u>4.10 Reporting and communications</u></p>	3
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As a general rule, a voluntary scheme should ensure that economic operators are audited before allowing them to participate in the scheme. Producer members (if applicable) should commit to the standard's P&C	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>4.4 Procedure for the initial audit process</u></p> <p>4.4.4 The CB shall review the management documentation of the applicant to ensure that all elements fully meet the requirements of the relevant RSPO Certification Standards. The CB shall clarify any issues or areas of concern with the operation seeking or holding certification. [...].</p> <p>4.4.5 The certification audit shall review whether all required documented policies and procedures of the operation seeking or holding certification, are sufficient and adequately implemented to meet the intent and requirements [...].</p> <p>4.4.7 At the conclusion of the certification audit the CB shall conduct a closing meeting with the client's representative(s). During the closing meeting the CB shall ensure that: [...], d. The record of the closing meeting shall be signed by the lead auditor and the most senior relevant management representative of the operation seeking or holding certification, and must give clear information whether the management unit is recommended for certification.</p> <p><u>4.8 Decision making</u></p> <p>4.8.1 The final decision on certification approval for an organization is made by the certification body. All major non-compliances shall be addressed to the satisfaction of the CB before certification is granted. [...].</p> <p><u>4.9 Addressing major and minor non-compliances</u></p> <p>4.9.1 A certificate of compliance with the RSPO P&C cannot be issued while any major non-compliances are outstanding. [...]. For initial certifications and re-certifications where major non-compliances remain outstanding after twelve months, a full re-assessment is required.</p> <p>* <u>RSPO Code of Conduct for Members - Implementation</u></p> <p>3.1 Members to whom the P&C apply will work towards implementation and certification of the P&C.</p> <p>3.2 Members to whom the P&C do not apply directly will implement parallel standards relevant to their own organisation, which cannot be lower than those set out in the P&C.</p> <p>3.3 Members are responsible for ensuring that their commitment to the objectives of the RSPO is underpinned by adequate resources within its organisation.</p>	3
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Certification bodies are required to conduct annual or more frequent surveillance audits of certificate holders.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>1.5 Definitions</u></p> <p>Surveillance audits: Annual systematic repetition of conformity assessment activities as a basis for maintaining the validity of RSPO certification.</p> <p><u>4.3 Initial certification audit planning</u></p> <p>4.3.6 Where an organization has achieved certification against all of the RSPO P&C, surveillance audits to check continued compliance shall take place at least annually to ensure that there is continued compliance (see section 4.13 of this document).</p> <p><u>4.13 Annual surveillance audits</u></p> <p>The CB shall undertake the first annual surveillance audits within twelve months of the certificate issue date, but not earlier than eight months after the certificate issue date. The subsequent annual surveillance audits shall be undertaken within twelve months of the license expiration dates, but not earlier than eight months after the expiration date.</p>	3
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The audit is based in part on a risk assessment of the client. Certification bodies are required to adjust the intensity of auditing and surveillance to match observations in the field.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>4.3 Initial certification audit planning</u></p> <p>4.3.7 Planning for the duration of the site assessment of the initial certification audit shall reflect the selection of estates as determined by the sampling process (see section 4.7 below). As a general guideline, the duration of the site visit of a management unit consisting of one mill and one estate should be nine man-days; the duration of the site assessment will however depend on various factors, such as the size and complexity of the operation, geographic context, known community issues, risk, etc.</p> <p><u>4.7 Sampling</u></p> <p>4.7.1 The CB's procedures shall include the sampling methodology (see 4.7.2) for initial certification, surveillance and re-certification audits, where there are more than four estates or associated smallholders, otherwise all estates must be visited as part of the assessment.</p> <p>4.7.2 Where sampling is required for a certification assessment, the sampling design shall include every mill and be based on a minimum sample of x estates, where $x = (0.8 \cdot y) \times (z)$, where y is the number of estates and where z is the multiplier defined by the risk assessment. A 'risk level' shall be set at: Level 1 - low risk Level 2 - medium risk Level 3 - high risk</p> <p>Factors to consider in the risk assessment are geographic locations and distance of estates, complexity of the labour force, landscape setting and presence of HCV or peat, complexity of supply sheds, number of communities and known conflicts, legality, etc. This sampling intensity also applies to associated smallholders, where applicable.</p> <p>4.7.3 Estates and/or associated smallholders in the selected sample shall include, but not be limited to, locations of potentially greater environmental and social risk, and any perceived risks relating to the current activities being undertaken (e.g. replanting or expansion).[...].</p>	3
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The scheme owner requires economic operators (and/or its members) to allow unannounced audits. Certification bodies conduct unannounced audits	* <u>WWF report (2018)</u> : The RSPO standard does not require unannounced audits	0
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Certificates are valid for no more than five years after which a new full certification audit is required.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p>1.1 Introduction to the RSPO and to this document</p> <p>1.1.3 Organizations that are found during a certification assessment to be in compliance with an RSPO standard are issued with a Certificate of Compliance with a maximum validity of 5 years. The NPP verification statement shall state the applicable sub-set of RSPO P&C that has been independently evaluated.[...].</p> <p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>1.5 Definitions</u></p> <p>Re-certification audit: Re-audit of an organisation for renewal of RSPO certification shortly before expiry of the current accreditation. RSPO re-certification shall be undertaken at least every five years</p> <p><u>4.14 Recertification Audits</u></p> <p>4.14.1 Recertification audits shall be undertaken within twelve months of the certificate issue date, but no earlier than eight months after the certificate issue date. A request for time extension of up to a maximum of three months may be approved by the RSPO Secretariat.</p> <p>4.14.2 If the recertification audit decision is taken later than the maximum time extension allowed, i.e. after three months, the certification period will follow a new cycle starting with date of the audit decision.</p>	3
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Stakeholder consultation

Certification bodies are required to proactively consult with affected stakeholders during both certification and surveillance audits.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>4.6 Stakeholder consultation</u></p> <p><u>4.6.1</u> For initial and re-certification audits, the CB's procedures shall include a requirement for the CB to make a public announcement of the audit at least one month prior to its start. Announcements must provide information to relevant stakeholders through accessible means and formats, including by posting the announcement on the company website (where they have one).[...].</p> <p>4.6.3 The CB's procedures for certification audit shall include a requirement to gather evidence from relevant stakeholders, designed to ensure that all relevant issues concerning compliance with the RSPO P&C are identified. Relevant stakeholders include but not limited to statutory bodies, indigenous peoples, local communities [...].</p> <p><u>4.13 Annual surveillance audits</u></p> <p>[...].4.13.4 Surveillance audits shall include evidence-gathering to verify that outstanding corrective action has been effectively implemented, by demonstrably addressing the root cause of the non-compliance and avoiding recurrence by effective preventive action.</p> <p>4.13.5 Surveillance audits shall incorporate site visits to assess continued compliance, as well as specific evaluation in response to any external complaints received or relevant stakeholder comments. The surveillance audit shall be planned to allow for sufficient time to address these requirements.</p>	3
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Non-conformities and sanctions

The scheme owner has a procedure in place which describes how certification bodies are required to address non-conformities, including when a certificate or license is suspended or revoked. The scheme should describe what the implications are for any non-conformities identified during the audit, or revoked	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>4.8 Decision making</u></p> <p>4.8.2 Certification assessments will determine compliance or non-compliance with each P&C indicator. Non-compliances shall be graded as either minor or major, in accordance with the status of the relevant indicator in the RSPO P&C (i.e. the 'M' indicates major non-compliance). Please note that for Group Certification non-compliances are graded as per Annex 1 [...].</p> <p><u>4.9 Addressing major and minor non-compliances</u></p> <p>4.9.1 A certificate of compliance with the RSPO P&C cannot be issued while any major non-compliances are outstanding. All indicators are clearly designated as either major or minor in the Principles and Criteria (i.e. the 'M' indicates major non-compliance). Certification submissions to the RSPO IT platform, cannot be based on audits performed more than twelve months before the date of submission. For initial certifications and re-certifications where major non-compliances remain outstanding after twelve months, a full re-assessment is required.</p> <p>4.9.3 Major non-compliances raised during surveillance and re-certification audits shall be closed successfully within 90 days.[...].</p> <p>[...]. b. Recurring minor non-compliances on the same indicator in successive surveillance audits will automatically be raised to major.</p> <p>4.9.4 If there are five or more major non-compliances within one Principle being observed in an Annual Surveillance Audit or in a re-certification audit, this will lead to immediate suspension from the RSPO certification.</p> <p><u>4.13 Annual surveillance audits</u></p> <p>Surveillance audits shall include evidence-gathering to verify that outstanding corrective action has been effectively implemented, by demonstrably addressing the root cause of the non-compliance and avoiding recurrence by effective preventive action.</p> <p>3.3.2 The CB shall develop systems and procedures for certification assessments consistent with the guidance in ISO 19011 – Guidelines for Auditing Management Systems (ISO 19011), with modifications to take into account the specific requirements set out in this document.</p>	3
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Certificate holders are required to rectify non-compliances identified during certification and surveillance audits within a set timeframe that does not exceed one year.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>4.9 Addressing major and minor non-compliances</u></p> <p>4.9.1 [...]. Certification submissions to the RSPO IT platform, cannot be based on audits performed more than twelve months before the date of submission. For initial certifications and re-certifications where major non-compliances remain outstanding after twelve months, a full re-assessment is required.</p> <p>4.9.3 Major non-compliances raised during surveillance and re-certification audits shall be closed successfully within 90 days, or the certificate will be suspended, and subsequently withdrawn if the major non-compliances are not addressed within an agreed timeframe as set between CB and RSPO member, not longer than six months from the last day of the audit.</p> <p>4.9.5 The timeline for non-compliances is accounted from the date of the closing meeting.</p>	3
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Severe (major) non-compliances that are not rectified in time lead to suspension or termination of the certificate	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>1.5 Definitions</u></p> <p><u>Non-compliances</u> Non-fulfilment of a requirement. NCs may be graded into two categories, i.e. minor and major NCs. For Group Certification only, non-compliances are graded into two categories, according to their severity. [...].</p> <p>Major non-compliances: A NC shall be considered major if a failure:</p> <p>a) continues over a long period of time, or</p> <p>b) is repeated or systematic, or</p> <p>c) affects more than one area and/or causes significant damage, or d) is indicated by the absence or a breakdown of a system, or</p> <p>e) is not corrected or adequately responded to by the certified organisation once identified</p> <p><u>4.9 Addressing major and minor non-compliances</u></p> <p>4.9.1 A certificate of compliance with the RSPO P&C cannot be issued while any major non-compliances are outstanding. [...]. For initial certifications and re-certifications where major non-compliances remain outstanding after twelve months, a full re-assessment is required.</p> <p>4.9.3 Major non-compliances raised during surveillance and re-certification audits shall be closed successfully within 90 days, or the certificate will be suspended, and subsequently withdrawn if the major non-compliances are not addressed within an agreed timeframe as set between CB and RSPO member, not longer than six months from the last day of the audit.</p> <p>a. Recurring major non-compliances on the same indicator in successive surveillance audits will automatically lead to immediate suspension of the certificate. This suspension shall be lifted when the non-compliances are successfully addressed.</p> <p>4.9.4 If there are five or more major non-compliances within one Principle being observed in an Annual Surveillance Audit or in a re-certification audit, this will lead to immediate suspension from the RSPO certification.</p>	3
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Adequate sanctions are applied in situations where less severe (minor) non-compliances are not rectified in time.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>1.5 Definitions</u></p> <p><u>Non-conformity</u>: Non-fulfilment of a requirement. NCs may be graded into two categories, i.e. minor and major NCs. For Group Certification only, non-compliances are graded into two categories, according to their severity. Minor non-compliances: A NC shall be considered minor if all the indicators in this section apply:</p> <p>a) it is a temporary lapse, and b) it is unusual / non-systematic, and c) the impacts of the NC are limited in their extent, and d) it does not result in a failure to achieve the objective of the certification requirement. [...].</p> <p>Major non-compliances: A NC shall be considered major if a failure:[...]... e) is not corrected or adequately responded to by the certified organisation once identified</p> <p><u>4.9 Addressing major and minor non-compliances</u></p> <p>4.9.1 A certificate of compliance with the RSPO P&C cannot be issued while any major non-compliances are outstanding. All indicators are clearly designated as either major or minor in the Principles and Criteria (i.e. the 'M' indicates major non-compliance). [...].</p> <p>4.9.2 Minor non-compliances will be raised to major if they are not addressed by the time of the following surveillance audit.</p> <p>4.9.3 Major non-compliances raised during surveillance and re-certification audits shall be closed successfully within 90 days, or the certificate will be suspended, and subsequently withdrawn if the major non-compliances are not addressed within an agreed timeframe as set between CB and RSPO member, not longer than six months from the last day of the audit.</p> <p>...[...].b. Recurring minor non-compliances on the same indicator in successive surveillance audits will automatically be raised to major.</p>	3
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Group certification / verification

The scheme allows for group certification or verification	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>4 Certification process requirements for certification against P&C</u></p> <p>4.1.4 For independent smallholders, the RSPO has developed a system of Group Certification which allows a number of individual growers to certify their Fresh Fruit Bunches (FFB) together under a single certificate. In these cases, the unit of certification shall be the group manager and 100% of the group members, and the group manager shall also comply with the requirements of the RSPO Management System Requirements and Guidance for Group Certification of FFB Production. Refer to Annex 1 to this document for more detail.</p> <p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>Annex 1: Information for Group certification</u></p> <p>Certification of associated smallholders and outgrowers shall follow the below two options: Option 1: Where the mill has direct management control over the land and/or operations carried out by the associated smallholders and outgrowers they should be included in the mill's RSPO P&C certification. ...[...]. Option 2: In cases where the mill has no management control over either the land or operations undertaken by the associated smallholders and/or outgrowers on their own land they can all be certified using the Group Certification requirements, as outlined in the Group Certification document, to obtain their own FFB group certificate. [...].</p> <p>* <u>Feedback RSPO</u>: Yes - Group Certification is applicable under both P&C and Supply Chain certifications. Under P&C certification, growers and smallholders (scheme and independent) i.e. those who do not have mill(s), can be certified using Group Certification.</p>	YES
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There is a sample size formula to determine the number of group members that is externally verified. The sample is determined by risk level.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>Annex 1: Information for Group certification</u></p> <p>The following notable differences from the Certification Systems requirements outlined in the main body of this document are to be taken into account in the application of certification to smallholders by the certification body (CB): • Group Entity shall be member of RSPO • The RSPO certificate of compliance is awarded to a Group Entity. [...].</p> <p><u>Sampling for Group Assessments</u></p> <p>[...]... The risk level of the size for the group is determined numerically by the formula below. For Guidance a 'risk level' shall be set at Level 1 - low risk, Level 2 - medium risk, Level 3 - high risk. The sample size should then be determined by the formula $(0.8 \cdot y) \times (z)$, where z is the multiplier defined by the risk assessment. Multipliers are set as follows: Low risk = multiplier of 1, medium risk = multiplier of 1.2, high risk = multiplier of 1.4 (see Table below).</p>	3
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As a minimum, it is required that a sample of at least the square root of the number of group members is audited individually annually (in line with the ISEAL standard P035).	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>Sampling for Group Assessments</u></p> <p>[...]... The risk level of the size for the group is determined numerically by the formula below. For Guidance a 'risk level' shall be set at Level 1 - low risk, Level 2 - medium risk, Level 3 - high risk. The sample size should then be determined by the formula $(0.8 \cdot y) \times (z)$, where z is the multiplier defined by the risk assessment. Multipliers are set as follows: Low risk = multiplier of 1, medium risk = multiplier of 1.2, high risk = multiplier of 1.4 (see Table below).</p>	1
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The group is lead and supervised by a legal entity. This entity is managed by a group manager, responsible for ensuring that the group complies with the standard.	<p>* <u>RSPO Certifications Systems for Principles & Criteria June 2017</u></p> <p><u>1.5 Definitions</u></p> <p>Group: An organized body of persons or enterprises are part of a shared internal management system and, for assessment purposes, are considered as a single client (e.g.: groups of farmers, of retail stores, of distributors)</p> <p>* <u>RSPO Management System Requirements and Guidance for Group Certification</u></p> <p><u>Section 2: Group Certification Requirements</u></p> <p>E1.1.1 There shall be documentary evidence of a clearly identified and legal entity The Group Entity shall: • Be a registered organisation as defined by law in the country of registration (e.g. as a company or an organisation) • Be a member of the RSPO • Establish the structure of the organisation • Appoint a Group Manager (see E1.2)</p> <p>E1.2 The Group shall be managed by a Group Manager E1.2.1 The appointed Group Manager shall be either an identified legal entity or an individual acting on behalf of the legal entity, i.e. the Group Entity (E1.1.1). The Group Manager shall ensure the Group's compliance with this standard and is responsible for the preparation and implementation of the Internal Control System (ICS).</p>	3
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The group must have an internal quality management system in place, which includes an internal audit system.	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>1.5 Definitions</p> <p>Group: An organized body of persons or enterprises are part of a shared internal management system and, for assessment purposes, are considered as a single client (e.g.: groups of farmers, of retail stores, of distributors).</p> <p>* RSPO Management System Requirements and Guidance for Group Certification</p> <p>Section 2. Group Certification Requirements</p> <p>E1.2.2 The Group Manager shall be able to demonstrate sufficient resources and capacity for managing Group Certification and performance assessment against this Standard. Guidance: [...]. Specifically, the Group Manager should be able to demonstrate the ability to: • manage the Group Procedures and Documentation known as the Internal Control System (ICS). • define Group membership requirements...[...].</p> <p>E2.1.1 The Group Internal Control System shall contain Procedures for decision-making, and responsibilities within the group (including the authority of the Group Manager) shall be defined. The Group Manager shall manage the Group in a systematic and effective manner by: • identifying the geographical area to be covered by the Group...[...].</p> <p>E2.1.2 The Group Internal Control System shall contain Procedures for maintaining records for all Group members...[...].</p> <p>E3.1 The Group Internal Control System shall develop and implement an internal audit programme of Group members.</p>	3
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The requirements on group certification/verification define the conditions under which a group (member) shall be suspended or removed from a group. A group sample cannot be changed (i.e. a single member can be excluded from the group) due to failure of an individual group member.	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>Annex 1: Information for Group certification</p> <p>RSPO Certificate of Compliance: A single certificate is awarded to the Group in the absence of major non-compliances. A Group is given 90 days to resolve any major non-compliance raised during the certification or subsequent surveillance audits. Any minor non-compliances raised during the certification or subsequent surveillance audits need to be resolved by the time of the next surveillance audit (or the re-certification audit, whichever is sooner) or will otherwise be raised to major non-compliances</p>	3
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Group auditing for compliance with the scheme's land related criteria is only acceptable when the areas concerned are relatively near each other and have similar characteristics (such as management practices).	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>Annex 1: Information for Group certification</p> <p>Sampling for Group Assessments</p> <p>[...]. The risk assessment shall take into account the diversity of the Group members (i.e. range of size, management structure, diversity of terrain, etc.) and any perceived risk relating to the activities being undertaken (e.g. how much replanting or expansion is occurring, how many members are new and, for subsequent assessments, whether there is a history of non-compliances)...[...].</p> <p>Low risk groups are those where the Group is relatively homogeneous, geographically as well as socioeconomically, and where there are no current replanting activities, no current expansion activities and no new members, and where the Group and its manager are well established and, in the case of subsequent assessments, have no history of non-compliances. Medium risk Groups are those where there is some geographical and socioeconomic homogeneity but it is not uniform across the Group. There is no replanting and/or expansion but the Group management has a history of non-compliances. High risk Groups are those where there is considerable heterogeneity in the Group (e.g. members are geographically or jurisdictionally separated from one another, a range of terrains, varying levels of experience of oil palm cultivation among members, diverse sizes of plantations, a range of socioeconomic situations among members, etc.), where there is recent expansion or replanting, and/or where the Group management has recently undergone changes.</p>	1
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Cross-recognition

The scheme has signed a mutual recognition agreement with at least one other scheme, or accept other schemes	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>1.2. Elements of the RSPO certification scheme</p> <p>1.2.1.a The RSPO certification scheme is made up of three key elements: [...]. Certification standards: These set out the requirements which shall be met by an organization and against which certification assessments are made. These are: [...]. 1. the RSPO P&C, supported by the RSPO P&C Audit Checklist for Assessing Compliance (RSPO generic audit checklist) and National Interpretations, where applicable; [...]. 2. RSPO-RED, RSPO Requirements for compliance with the EU Renewable Energy Directive requirements; v. RSPO NEXT, for voluntary additional efforts for companies that have met the current requirements and guidance of the RSPO P&C [Note: eligibility requirements apply].</p> <p>* Guidance Document on: RSPO-RED Requirements for compliance with the EU Renewable Energy Directive requirements</p> <p>RSPO-RED does currently not recognize other EC approved voluntary schemes. This means that a RSPO-RED certified supply chain operator who receives product certified against another EC approved voluntary scheme, cannot claim that that product is in compliance with RSPO-RED requirements.</p> <p>* Feedback RSPO; RSPO does not have any mutual agreement with other schemes. However, we have an agreement with ISCC not to allow double counting in uptake.</p>	NO
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The cross-recognition is based on a benchmark and on the requirement that the recognized scheme has equitable requirements or higher.	There are various joint studies to strengthen cooperation but not with the intention to accept other schemes.	N.A.
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The scheme owner requires to certification bodies the verification of claims of other relevant (recognized) certification schemes to avoid double counting	N.A.	N.A.
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Transparency

The scheme owner makes, or requires certification bodies to make, summary certification/verification reports (with personal and commercially sensitive information removed) publicly available	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>4.10 Reporting and communications</p> <p>4.10.1 The CB shall prepare a certification audit report, including a public summary report using the RSPO audit checklist as published on the RSPO website.</p> <p>4.10.5 The CB shall submit a copy of the public summary report including the template and the certificate to the RSPO Secretariat within seven days of a certificate being issued, by uploading it onto the RSPO IT platform, which will subsequently be published on the RSPO website.</p>	3
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The scheme owner makes its certificates publicly available (on the website), including withdrawn ones. A database with information about the certified units is publicly available.	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>4.10 Reporting and communications</p> <p>4.10.5 The CB shall submit a copy of the public summary report including the template and the certificate to the RSPO Secretariat within seven days of a certificate being issued, by uploading it onto the RSPO IT platform, which will subsequently be published on the RSPO website.</p> <p>4.11 Certificates</p> <p>4.11.1 The CB shall complete the certificate and send a copy of this to the RSPO Secretariat by uploading it onto the RSPO IT platform within seven days of the certificate being issued. Registration and RSPO approval of the certificate on the RSPO IT platform results in the issuance and activation of an annual license to trade. The RSPO will upload the certificate onto the RSPO website within seven days.</p> <p>4.11.2 The certificate must contain [...].</p> <p>4.12 Suspension and withdrawal of certification</p> <p>4.12.1 In the event that the CB suspends or withdraws a certificate according to its documented procedures, the CB shall inform the RSPO within one day, together with the effective date and justification of suspension or withdrawal. The RSPO will update and announce the status of the certificate in the RSPO website database based on the information given by the CB within seven days.</p> <p>* WWF report (2018): The RSPO standard has a searchable database with names, sizes and locations of all certified units, including expiry dates</p>	3
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The standard documentation is publicly available. The standard documentation is available in a UN language.	<p>* RSPO Certifications Systems for Principles & Criteria June 2017</p> <p>1.4 Other relevant documents</p> <p>1.4.1 Documents that are referenced in this document are listed below. All RSPO documents are available on the RSPO website, www.rspo.org. Where documents have since been updated as a new version before this document is next revised, the latest version of all documents will always prevail...[...].</p>	3
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