

Sustainable Palm Oil Coalition for India (I-SPOC)

Constitution

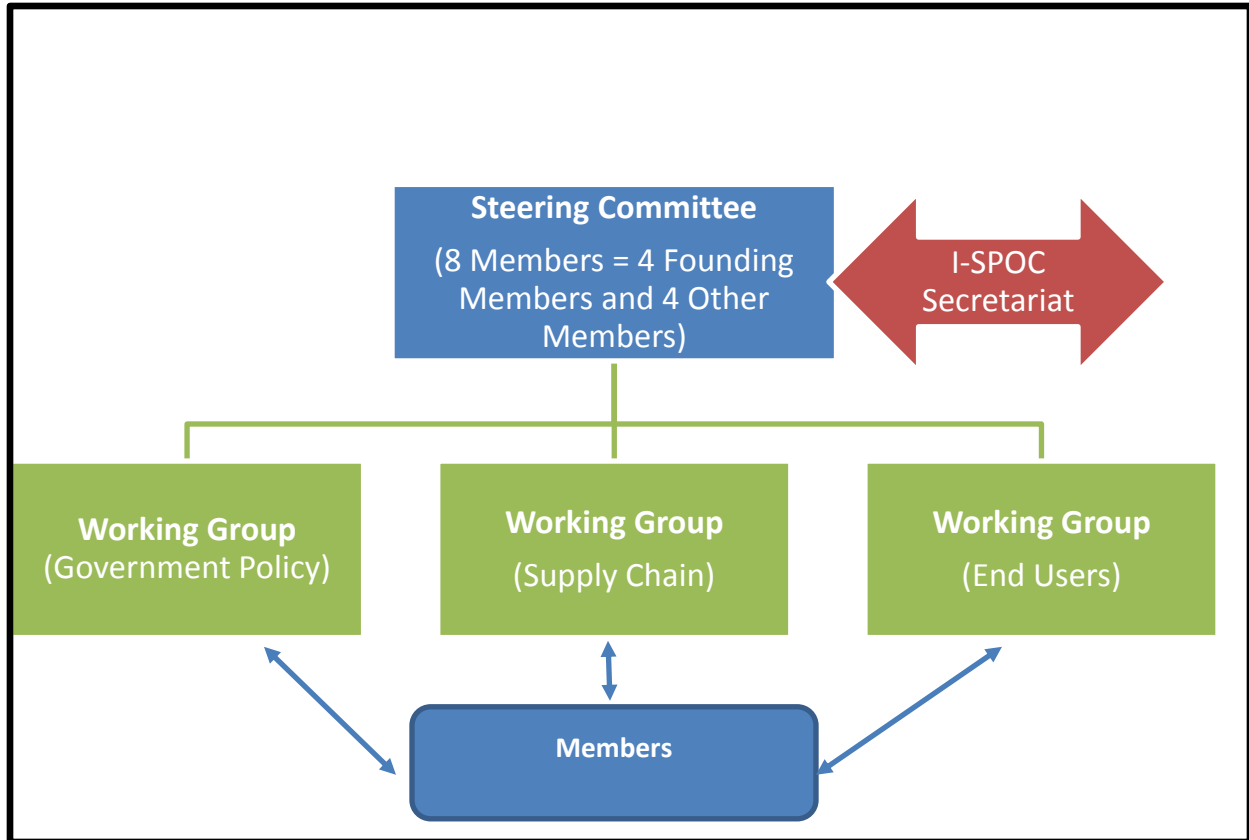
1. Introduction

The India Sustainable Palm Oil Coalition (I-SPOC) was formed to promote uptake of sustainable palm oil in India, with the Goal to ***promote sustainable consumption and trade of palm oil and its derivatives in India along the supply chain, through industry collaboration.***

This Coalition was conceived by four (founding) organisations – Centre for Responsible Business (CRB), World Wide Fund for Nature India (WWF-India), Roundtable for Sustainable Palm Oil (RSPO) and Rainforest Alliance (RA) and launched in September 2018.

This Constitution provides an idea of the Governance Structure of the Coalition together with the Roles and Responsibilities of the various actors of this Coalition.

Fig1: Governance Structure of I-SPOC



2. Structure and Actors of the Coalition

2.1 Steering Committee (SC):

- The SC would be nominated for two years, and made up of the following actors:
 - (i) 4 Founding Members
 - (ii) 4 representatives from the industry (comprising 2 End Users and 2 Supply Chain Actors)
- Eligibility Criteria for SC Members:
 - (i) Working in the Palm Oil supply Chain
 - (ii) Committed to the Goal of I-SPOC (***promote sustainable consumption and trade of palm oil and its derivatives in India along the supply chain***)
 - (iii) An institutional commitment (Policy/Strategy) on Sustainability/Sustainable Sourcing/SDGs
 - (iv) Uphold the principle of 'shared responsibility'

2.2 Working Groups (WGs):

- SC will identify Members to be co-opted to the Working Groups
- The WG Members would include industry actors, NGOs and industry bodies – all with relevant experience to strengthen and contribute to the activities of the coalition
- WG Members would be appointed for a period of 1 year, with the possibility of reappointment for an additional year

2.3 Members:

- The SC Members would be expected to reach out to potential Members to socialize the Coalition and its goal
- Members should be committed to the Goal of I-SPOC (***promote sustainable consumption and trade of palm oil and its derivatives in India along the supply chain***)
- Members would actively participate in all activities of the Coalition, and nominate a relevant a Staff for the same
- Members would allow the Coalition to display their logos on the Coalition website and other relevant communication materials

2.4 Secretariat:

- CRB will be responsible for hosting the Secretariat of the Coalition

3. Roles & Responsibilities

The table below enumerates the roles and responsibilities of the Coalition actors:

Committee	Roles & Responsibilities
<p>Steering Committee</p> <ul style="list-style-type: none"> - Institution Building - Outreach and Engage with external stakeholders 	<ul style="list-style-type: none"> • Pursue the goals and objectives of I-SPOC • Define and keep under review the strategies and priorities of I-SPOC • Guide and oversee the Working Groups, with support of the Secretariat • Advise the Secretariat on policy matters (passing resolutions) and resolve institutional issues • Work closely with the founding members to help the coalition fulfil its Goals • Increase membership and visibility of the Coalition, leading to the uptake of sustainable

Committee	Roles & Responsibilities
	<p>palm oil in India</p> <ul style="list-style-type: none"> • Support the Secretariat in making the Coalition financially sustainable by raising funds • Act as Ambassadors in their own networks to promote the goals and objectives of I-SPOC • Define and organize external communications materials
<p>Working Group (Government Policy)</p>	<ul style="list-style-type: none"> • Guide the Steering Committee on the priorities and strategies relating to government policy • Review and establish links with other initiatives (including Standards) at the national, regional and international levels on sustainable palm oil • Research and define the position of I-SPOC on critical trade policy matters to incentivize trade of sustainable palm oil • Identify critical pointers for policy interventions /policy incentives with relevant arms of the government (national and state level), to develop the enabling environment for enhanced trade and use of sustainable palm oil • Engage with relevant regulatory institutions and/or associations to mainstream sustainable financing for uptake of sustainable palm oil in India • Suggest actions for improving trade between India and its trade partners on sustainable palm oil • Build partnership with relevant industry associations, such as SEA that work closely with Indian and international government and industry • Organize events, discussions and webinars to inform external stakeholders on key issues affecting sustainable palm oil
<p>Working Group (Supply Chain)</p>	<ul style="list-style-type: none"> • Guide the Steering Committee on necessary actions to mobilise supply chain companies in support of sustainable palm oil • Organise periodic training/capacity building workshops for the domestic vendors to promote the uptake of sustainable palm oil • Bring important issues pertaining to Supply Chain Actors to the cognizance of the Steering

Committee	Roles & Responsibilities
	<p>Committee</p> <ul style="list-style-type: none"> • Exchange of existing knowledge and good practices pertaining to promoting traceability and accountability based disclosures along the supply chain • Build sustainable trade partnerships through linkages with similar platforms and/or initiatives on sustainable consumption and production in producer countries • Defining approach and best practices for supplier screening and engagement • Engage with buyers (end users) about the benefits from the trade of sustainable palm oil and its derivatives • Engage with other supply chain companies to promote trade in of sustainable palm oil • Raise the institutional demand for sustainable palm oil in the industry, working closely with relevant Business Associations and other industry actors
<p>Working Group (End Users)</p>	<ul style="list-style-type: none"> • Guide the Steering Committee on necessary actions to promote uptake of sustainable palm oil among end user companies • Bring important issues pertaining to End Users (including FMGC) to the cognizance of the Steering Committee • Undertake transparency and accountability based disclosures on sustainable procurement of palm oil • Set time bound targets with defined action plan for moving towards sustainable palm oil/implement global commitments to sustainable palm oil. • Propose strategies to educate final consumers about responsible consumption and production (SDG 12) • To educate the suppliers and vendors about the benefits from the trade of sustainable palm oil and its derivatives, undertake supplier capacity building and training programs • Work with suppliers to enhance uptake of sustainable palm oil in the market • Exchange of existing knowledge and good

Committee	Roles & Responsibilities
	<p>practices pertaining to promoting traceability and accountability based disclosures along the supply chain</p> <ul style="list-style-type: none"> • Build sustainable trade partnerships through linkages with similar platforms and/or initiatives on sustainable consumption and production in producer countries • Defining approach and best practices for disclosure
Secretariat	<ul style="list-style-type: none"> • Take actions as per the plans and priorities approved by the Steering Committee • Coordinate the activities of the Coalition and make it visible at various relevant platforms (physical and virtual) • Bring industry developments to the notice of the steering committee • Engage with relevant working groups as required • Undertake research on relevant issues as per the need of the Coalition • Organise events and identify relevant partners for the same • Document and develop communications and outreach materials • Undertake awareness generation activities as deem fit • Organise and record notes from I-SPOC meetings