

# Sustainable Palm Oil Coalition for India (I-SPOC)

## CONSTITUTION

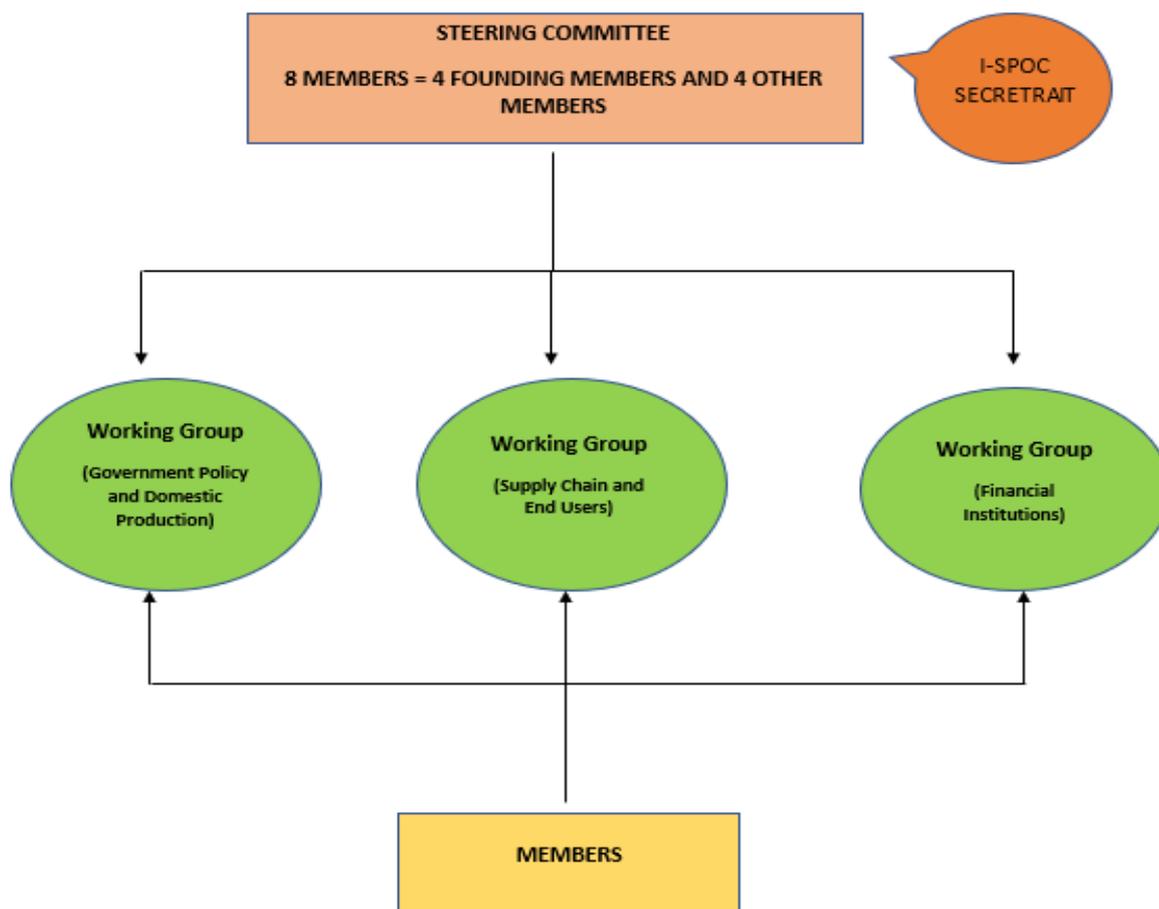
### 1. Introduction

The Sustainable Palm Oil Coalition for India (I-SPOC) was formed to promote the 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.

**Fig 1: Governance Structure of I-SPOC**



## 2. Structure and Actors of the Coalition

### 2.1 Steering Committee (SC)

- The SC would be comprising of the following
  - i. 4 Founding Members
  - ii. 4 representatives from the industry (
- The 4 representatives from the industry will be selected for a period of 3 years. Members can remain in the SC for a maximum period of two terms.
- 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'
- The SC Members would be expected to reach out to potential Members to socialize the Coalition and its goal

### 2.2 Working Groups (WGs)

- The permanent members will nominate themselves to either of the three 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

### 2.3 Members

- There will be two types of members; Permanent and Affiliated
- Permanent members will have the following rights
  - Participation in I-SPOC Members Meeting
  - Participation for all I-SPOC meetings (external meetings/seminars/sessions/workshops) that will be organized at relevant events
  - Opportunities to collaborate with other players in the network
  - Branding/visibility (logo) on I-SPOC website
  - Become part of a Working Group
- Affiliate member will have the following rights
  - Participation in I-SPOC Members Meeting
  - Complementary participation for all I-SPOC meetings (external meetings/seminars/sessions/workshops) that will be organized at relevant events
  - Opportunities to collaborate with other players in the network
  - Branding/visibility (logo) on I-SPOC website
- 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 material
- Members to act as Ambassadors in their own networks to promote the goals and objectives of I-SPOC

## 2.4 Observers

**Steering Committee or Permanent members could invite relevant stakeholders as 'observers' to I-SPOC events and meeting**

## 2.5 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

<b>Committee</b>	<b>Roles &amp; Responsibilities</b>
<p><b>Steering Committee</b></p> <ul style="list-style-type: none"> <li>- Institution Building</li> <li>- Outreach and engagement with external stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>• Pursue the goals and objectives of I-SPOC</li> <li>• Define and keep under review the strategies and priorities of I-SPOC</li> <li>• Guide and oversee the Working Groups, with support of the Secretariat</li> <li>• Advise the Secretariat on policy matters (passing resolutions) and resolve institutional issues</li> <li>• Work closely with the founding members to help the coalition fulfil its Goals</li> <li>• Increase membership and visibility of the Coalition, leading to the uptake of sustainable palm oil in India</li> <li>• Support the Secretariat in making the Coalition financially sustainable by raising funds</li> <li>• Act as Ambassadors in their own networks to promote the goals and objectives of I-SPOC</li> <li>• Define and organize external communications materials</li> </ul>
<p><b>Working Group</b> Government Policy and Domestic Production</p>	<ul style="list-style-type: none"> <li>• Guide the Steering Committee on the priorities and strategies relating to government policy and domestic production</li> <li>• Review and establish links with other initiatives (including Standards) at the national, regional and international levels on sustainable palm oil</li> </ul>

	<ul style="list-style-type: none"> <li>● Research and define the position of I-SPOC on critical trade policy matters to incentivize trade and production (domestic) of sustainable palm oil</li> <li>● 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</li> <li>● Engage with relevant regulatory institutions and/or associations to mainstream sustainable financing for uptake of sustainable palm oil in India</li> <li>● Suggest actions and policy recommendations for improving trade between India and its trade partners on sustainable palm oil</li> <li>● Build partnership with relevant industry associations, such as SEA that work closely with Indian and international government and industry</li> <li>● Organize events, discussions and webinars to inform external stakeholders on key issues related to sustainable palm oil</li> </ul>
<p><b>Working Group</b> Supply Chain and End Users</p>	<ul style="list-style-type: none"> <li>● Guide the Steering Committee on necessary actions to mobilise supply chain actor companies in support of sustainable palm oil</li> <li>● Identify vendors/actors in the existing supply chain</li> <li>● Participate and facilitate periodic training/capacity building workshops for the domestic vendors to promote the uptake of sustainable palm oil</li> <li>● Organize training/capacity building workshop for their own company</li> <li>● Bring important issues pertaining to Supply Chain and End Users Actors to the cognizance of the Steering Committee</li> <li>● Exchange of existing knowledge and good practices pertaining to promoting traceability and accountability-based disclosures along the supply chain</li> <li>● Develop knowledge products related to supply chain and end users that can be used by relevant stakeholders in their journey towards sustainability and</li> </ul>

	<p>sustainable palm oil procurement and sourcing</p> <ul style="list-style-type: none"> <li>● Build sustainable trade partnerships through linkages with similar platforms and/or initiatives on sustainable consumption and production in producer countries</li> <li>● Defining approach and best practices for supplier screening and engagement</li> <li>● Engage with buyers (end users) about the benefits from the trade of sustainable palm oil and its derivatives</li> <li>● Engage with other supply chain companies to promote trade in of sustainable palm oil</li> <li>● Raise the institutional demand for sustainable palm oil in the industry, working closely with relevant Business Associations and other industry actors</li> <li>● 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</li> <li>● Work with suppliers to enhance uptake of sustainable palm oil in the market</li> <li>● Defining approach and best practices for disclosure</li> <li>● Bring important issues pertaining to End Users (including FMGC) to the cognizance of the Steering Committee</li> <li>● Undertake transparency and accountability-based disclosures on sustainable procurement of palm oil</li> <li>● Set time bound targets with defined action plan for moving towards sustainable palm oil/implement global commitments to sustainable</li> <li>● Propose strategies (knowledge products, events, workshops) to create awareness and educate end consumers regarding sustainable palm oil along with Responsible Consumption and Production (SDG 12)</li> </ul>
<p><b>Working Group</b> Financial Institutions</p>	<ul style="list-style-type: none"> <li>● Create knowledge and build capacity of existing 'good practices' (financing sustainable palm oil) of FIs from India and beyond</li> </ul>

	<ul style="list-style-type: none"> <li>● Support and facilitate awareness generation activities of relevant actors to understand the risks related to non-sustainably sourced palm oil (lack of or low transparency or traceability) linked to their investments/portfolio</li> <li>● Work with actors from FIs (Banks &amp; NBFC) to understand the linkage between sustainable palm oil and the broader commitments they may have, e.g. deforestation, biodiversity loss, climate change</li> <li>● Develop tools and provide expertise (subject-matter experts) to help these actors better understand and manage these (above) risks</li> <li>● Develop institutional strategies and operations (e.g. through disclosure, E&amp;S strategies, governance and accountability measures) for better management of this risk</li> </ul>
<p><b>Secretariat</b></p>	<ul style="list-style-type: none"> <li>● Take actions as per the plans and priorities approved by the Steering Committee</li> <li>● Coordinate the activities of the Coalition and make it visible at various relevant platforms (physical and virtual)</li> <li>● Bring industry developments to the notice of the steering committee</li> <li>● Engage with relevant working groups as required</li> <li>● Undertake research on relevant issues as per the need of the Coalition</li> <li>● Organise events and identify relevant partners for the same</li> <li>● Document and develop communications and outreach materials</li> <li>● Undertake awareness generation activities as deem fit</li> <li>● Organise and record notes from I-SPOC meetings</li> </ul>

