

Information Sheet - RSPO Supply Chain Certification Systems

Introduction

Sustainability aspects of products are becoming more and more important in modern business life. Palm oil is the most widely used vegetable oil in the world and a common ingredient in many food and personal care products. Because of growing populations and demand for such products, demand for palm oil has never been higher and is expected to increase.

However, the increasing demand for palm oil has led to conversion of high-conservation value forests, compromised the biodiversity of some ecosystems, contributed to the destruction of habitats for some species and generated social conflicts between indigenous communities and growers.

The Roundtable on Sustainable Palm Oil (RSPO) was formed with the objective of promoting the growth and use of sustainable oil palm products through credible global standards and engagement of stakeholders. The RSPO Supply Chain Certification Standard was developed to ensure that supply chains are secure and traceable in order to provide credible evidence of sustainable sources.

Definitions and Options of Supply Chain Certification

RSPO certification allows providing evidence that palm oil products comply with the Supply Chain Certification System.

Oil palm products may go through many production and logistical stages between the grower and the end-product and can be traded through different supply chain mechanisms that are approved by RSPO. The RSPO Supply Chain options are:

Identity Preserved (IP):

This model assures that the RSPO certified oil palm products delivered to the end user is uniquely identifiable to a single mill and its supply base and is kept physically isolated from all other oil palm sources throughout the supply chain.

Segregation (SG):

The supply chain model assures that RSPO certified oil palm products delivered to the end user comes only from RSPO certified sources. It permits the mixing of RSPO certified palm oil from a variety of sources.

Mass Balance (MB):

The model administratively monitors the trade of RSPO certified oil palm products throughout the entire supply chain, as a driver for mainstream trade in sustainable palm oil. The mass balance system allows for mixing of RSPO and non-RSPO certified palm oil at any stage in the supply chain provided that overall facility quantities are controlled so that the volume of certified palm oil outputs never exceed the certified inputs.

Types of Certification

Single-Site Certification

Organizations operating from one site need to apply for Single-Site certification.

Multi-Site Certification

The RSPO recognizes that organizations with more than one site may apply for Multi-Site certification. The requirements for Multi-Site certification are described below:

Criteria for Eligibility

All operational units included in the multi-site certification must be part of the same legal entity; e.g. owned by the same Group Company.

Criteria for operation

- The RSPO Supply Chain Certification system must be run from one identified facility as Central Office.
- A common centrally administered and documented internal control and reporting system shall be used and monitored by the Central Office.
- Different operations within the multi-site certification will be grouped by building Sets. The main Sets will operate a common management system and may be classified as follows:
 - Milling
 - Refining
 - Transport and Distribution
 - Processing
 - Others may be added as appropriate
- A sample audit regime will apply for each of the Sets.
- A Central Office audit will also be conducted at least once per annum, depending on the complexity of the certification.

Certification

The certificate will be issued in the name of the Central Office, listing all other companies/operations/sites.

Key Elements for Supply Chain Certification

The key elements to comply with the RSPO Supply Chain Certification Standard are as follows:

Criterion 1: Requirements of documented procedures

Written procedures and/or work instructions are available to ensure implementation of all elements specified in the RSPO requirements.

Criterion 2: Requirements for purchasing and goods in

It has to be ensured that RSPO certified palm oil and products are identified.

Criterion 3: Requirements for sale and goods out

The criterion is applicable to purchase and sales invoices and associated documents.

Criterion 4: Processing

Criterion is applicable to the respective supply chain model. A company has to provide documented proof that the quantities and volumes of RSPO certified oil palm product can be traced back.

Criterion 5: Document control, and records

Accurate, complete and accessible records and reports covering all aspects of the requirements should be maintained.

Criterion 6: Training

All personnel must be adequately trained in order to ensure that the system will work effectively.

Criterion 7: Claims

Claims regarding RSPO certified palm oil can only be made in line with the RSPO Guidelines for Communication and Claims.

Criterion 8: Outsourcing

In case activities are outsourced to independent third parties (e.g. subcontractors), the company has to ensure that the independent third party complies with the intent and requirements of the RSPO Supply Chain Standard.

Criterion 9: Multi-Site Certification

For Multi-Site Certification specific criteria have to be fulfilled (see Multi-Site Certification).

The RSPO Supply Chain System Audit Process

Request for Quotation

On receipt of a completed certification request we will submit an offer to you. When you accept the offer, we will allocate an auditor who will contact you in order to fix an audit date.

Keep in mind that you have to apply for RSPO membership and have to be an accepted member before the auditing process may start (www.rspo.org/members).

Audit / Assessment

Opening meeting

The audit starts with an opening meeting. The auditor informs about the certification process and confirms the scope of the Supply Chain audit.

Audit Process

The contents of the audit result from the different supply chain mechanisms that are approved by RSPO (Identity Preserved, Segregated, and Mass Balance supply chain option).

Based on the different Modules a review and check of the organizational systems, the management systems and the operational systems is undertaken in order to check compliance with the requirements. The audit includes a site inspection, where the main focus is on incoming and outgoing products as well as production control.

Closing Meeting

The auditor conducts a closing meeting. A detailed record is compiled of the closing meeting including detailed description of the information supplied by the operation.

Report, Certificate Issue and Validity

Once the audit report has been verified by the Intertek Certification Body our operations team will issue your RSPO Supply Chain Certificate. Validity of the certificate will be five years from the date of issue of the certificate.

Audit Frequency

Surveillance visits have to be undertaken on an annually basis. A Re-Certification Audit will be undertaken every five years.

Certification Fees

The certification fees are dependent on the scope (e.g. IP, SG, MB), size and the corporate structure. Therefore, all quotes are offered on an individual basis. Once you have completed our Certification Request form, we will be able to make you an adequate offer.

RSPO Membership

Please note that you need to be a member of the RSPO before your organization can be certified. Further information is available at: www.rspo.org

For further information please contact:**Intertek Certification GmbH**

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