

## RSPO NEW PLANTING PROCEDURES

### Format for Summary Report of SEIA and HCV assessments

#### 1. Executive Summary

As is mentioned in the document on “RSPO Detailed Process Flow for New Plantings Procedures” the summary must include reporting of the identification of

- all primary forest
- any area required to maintain or enhance one of more High Conservation Values (HCVs)
- all areas of peat soils
- local peoples’ lands

#### 2. Scope of the SEIA and HCV Assessments:

Organisational information and contact persons

List of Legal documents, regulatory permits and property deeds related to the areas assessed

Location maps – both at landscape level and property level

Area of new plantings and time-plan for new plantings

#### 3 Assessment process and procedures

Assessors and their credentials

Assessment methods (Data sources, data collection, dates, programme, places visited )

Stakeholder consultation (stakeholders contacted, consultation notices and dates)

List of Legal, regulatory and other guidance referenced.

#### 4a. Summary of assessment findings (for SEI assessments)

Summary of key findings in respect of socio-economic impacts to country, region and local communities.

Summary of key findings in respect of socio-economic impact in respect of emergent communities (workers, suppliers, etc.).

Issues raised by stakeholders and assessors comments on each issue.

#### 4b. Summary of assessment findings (For HCV assessments)

Overall HCV identification and proposed measures to maintain and enhance those identified

Documentation showing the Obtained Free, Prior and Informed Consent of any indigenous peoples affected by the development of the concession (part of RSPO requirements)

Data sources and quality

Which HCV toolkits employed

Decisions on HCV status and related mapping

#### 5. Internal responsibility

Formal signing off by assessors and company

Statement of acceptance of responsibility for assessments.