



PEPSICO

proforest

NDPE Implementation Reporting Framework (IRF)

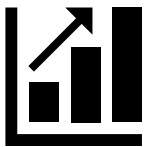
Agenda

1. Introduction of NDPE Implementation Reporting Framework (IRF)
2. How does the IRF work
3. Example of IRF for No Deforestation
4. How to fill in the IRF template
5. Timeline and next steps
6. Information and support

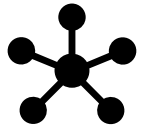
What is the IRF?



Stepwise reporting framework



Allows companies to consistently and systematically **report on volumes at different stages of progress towards NDPE compliance**



Combines different actions across the industry

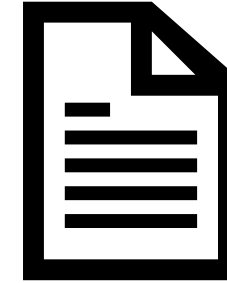
Covers:

- ✓ **No Deforestation (No-D)**
- ✓ **No development on Peat (No-P)**
- ✓ No Exploitation (starting with respect of labour and land rights issues)

Why is the NDPE IRF needed?

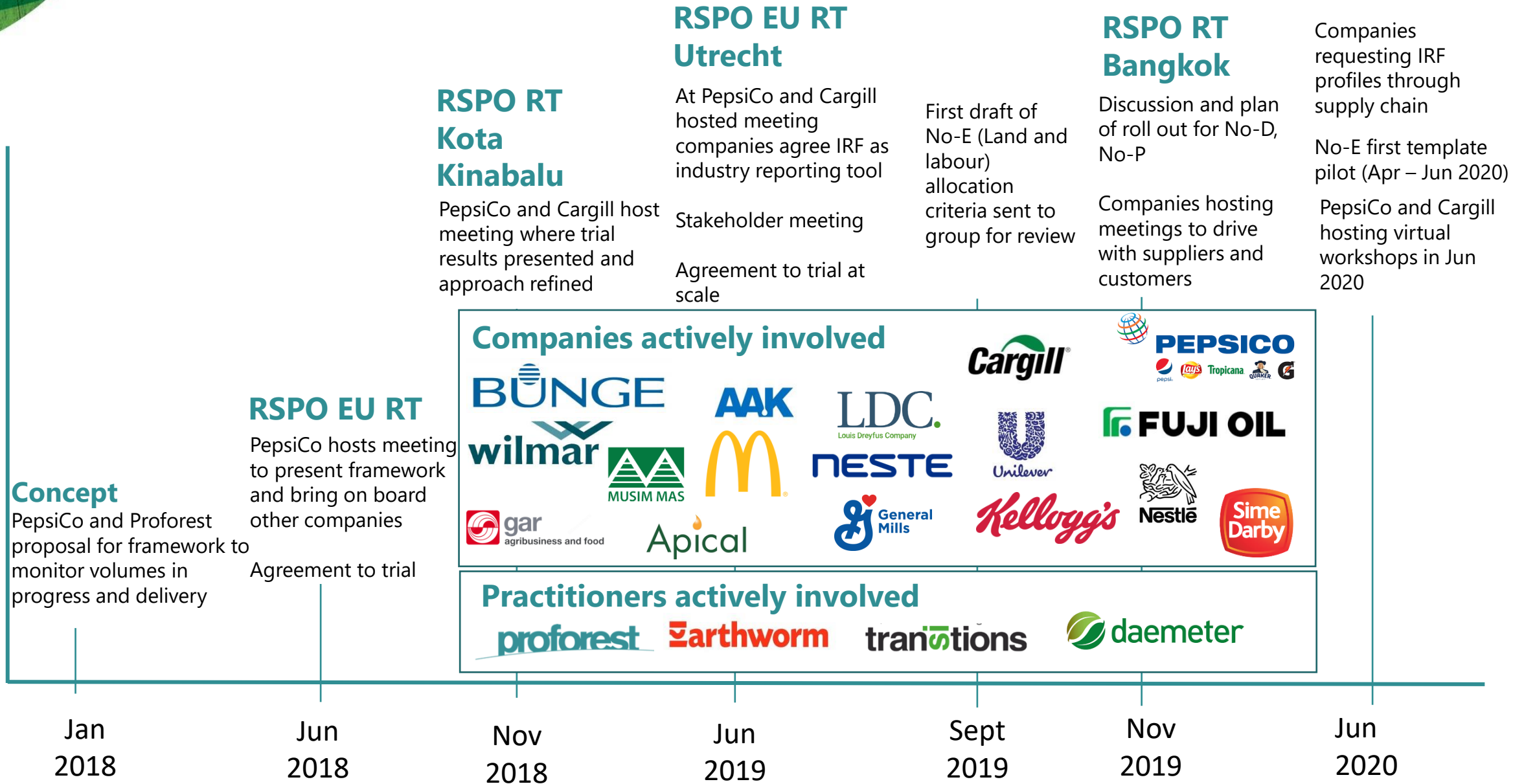
- Demonstrates progress the industry has made so far
- Allows reporting across all progress- from early to advanced- in production base
- Supports industry collaboration and willingness to work together to address issues

NDPE commitments



The NDPE IRF Journey

Progress



Palm Oil Collaboration Group update

Convenor: PepsiCo, Cargill
Facilitator: Proforest

- First convened by PepsiCo in 2017
- Informal group of palm oil buying and producing companies discussing both challenges and successes with implementation of NDPE commitments
- Proforest is technical partner
- The IRF is one of the key collaborative projects
- IRF recognised as monitoring tool by the CGF



Topics discussed

- Engaging with Producer Groups
- Understanding the FFB supply base
- Addressing deforestation in third party FFB supply
- Reporting on NDPE progress
- Addressing complaints effectively
- T1 Supplier Scorecards
- Understanding the 'E' in NDPE

Working Groups

NDPE IRF

Production and protection beyond concessions

Social issues WG

Independent Verification





How does the IRF work?

- The IRF assesses mill level performance and allocates **the mill and the volume it supplies** to a category of progress
- Recognises that there are different steps towards full delivery on NDPE compliant volumes

Known

Awareness

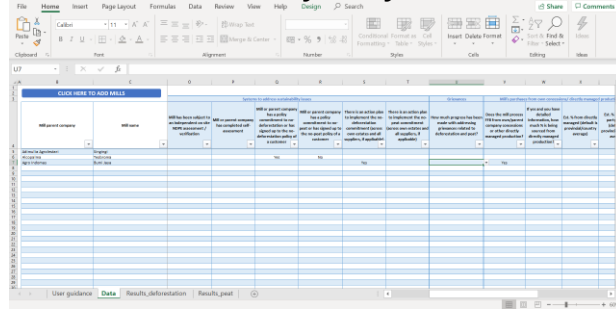
Commitment
and starting
action

Progressing

Delivering

How it works: In detail

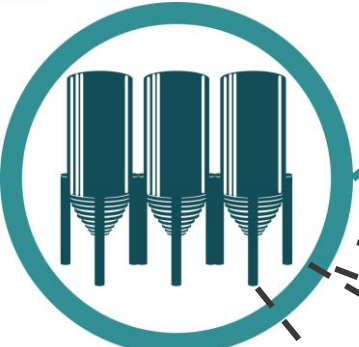
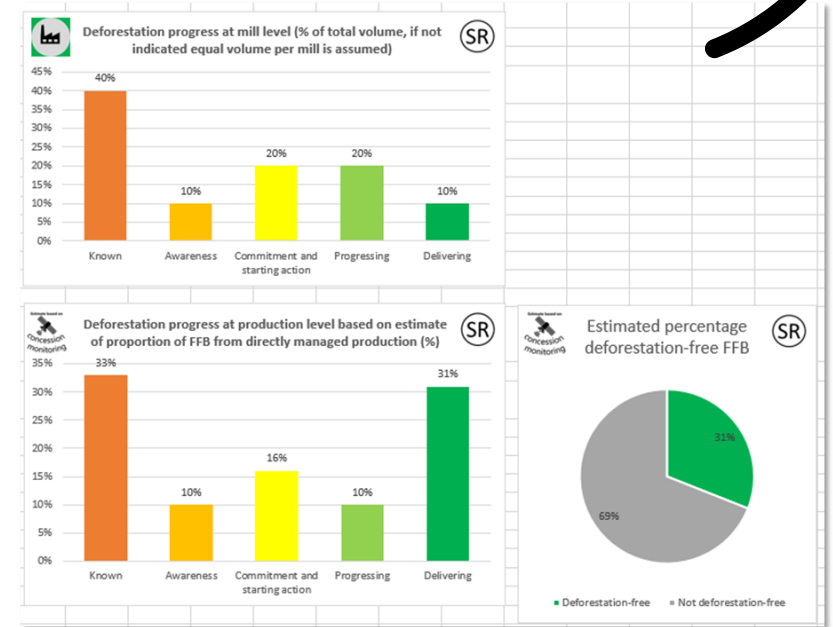
1. Refineries or traders fill out templates on mill-level progress for the mills they buy from



3. The profiles are shared with customers who aggregate profiles from each of their T1 suppliers



2. A profile is automatically created on volumes in each category



100% certified

Self-assessment completed

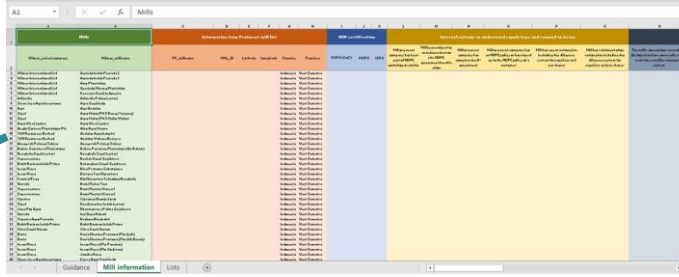
Deforestation monitoring on own concessions

Part of group that has commitment and action plan

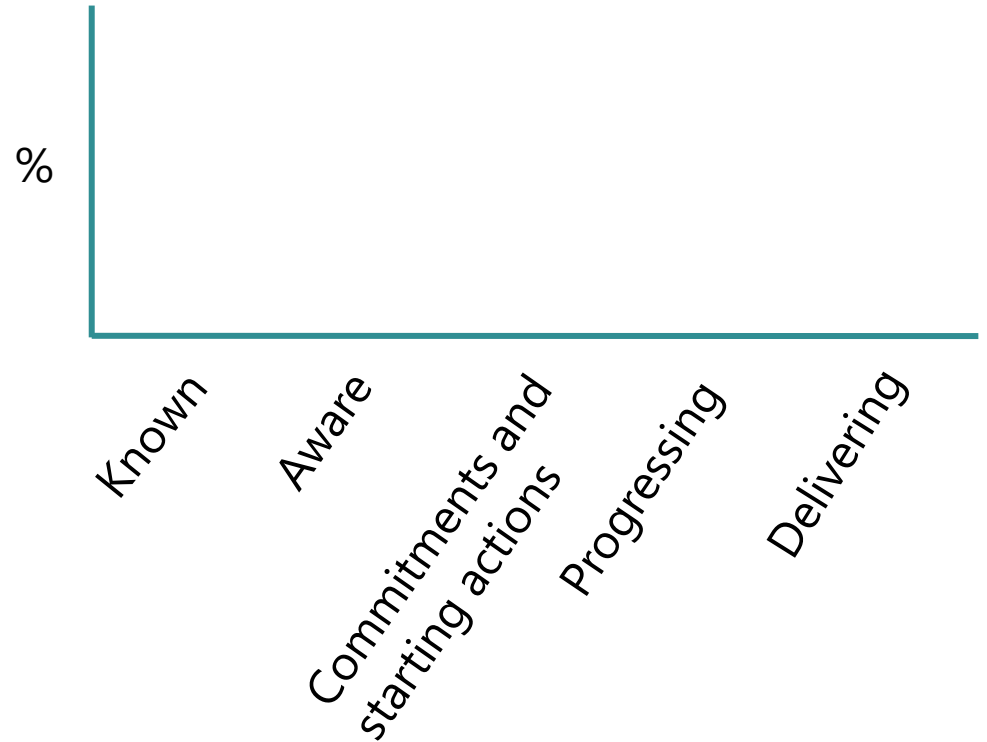
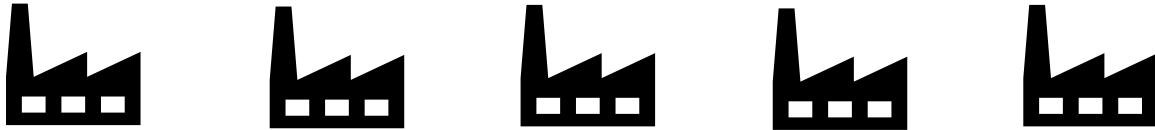
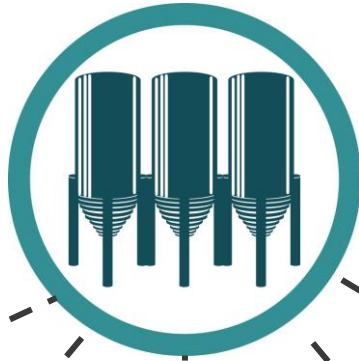
Traceable, but no known action

Example actions a mill or company can take

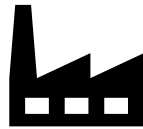
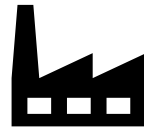
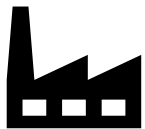
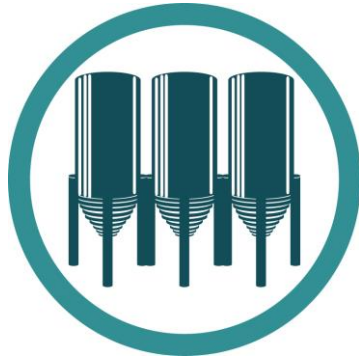
NDPE Implementation Framework



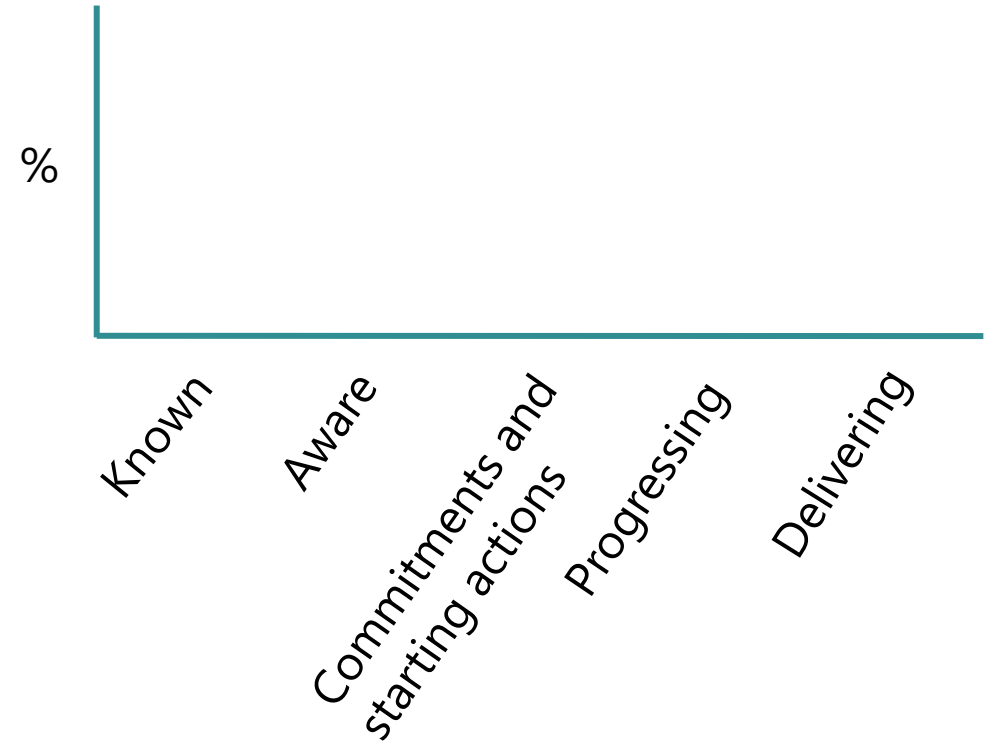
The screenshot shows a software window titled 'Mills' with a table of data. The table has columns for 'Mills', 'Mills_Info', 'Mills_Status', 'Mills_Location', 'Mills_Type', 'Mills_Usage', 'Mills_Usage_Type', 'Mills_Usage_Status', 'Mills_Usage_Type_Status', 'Mills_Usage_Type_Status_Status', and 'Mills_Usage_Type_Status_Status_Status'. The table contains multiple rows of data, with some cells highlighted in orange, blue, and yellow.



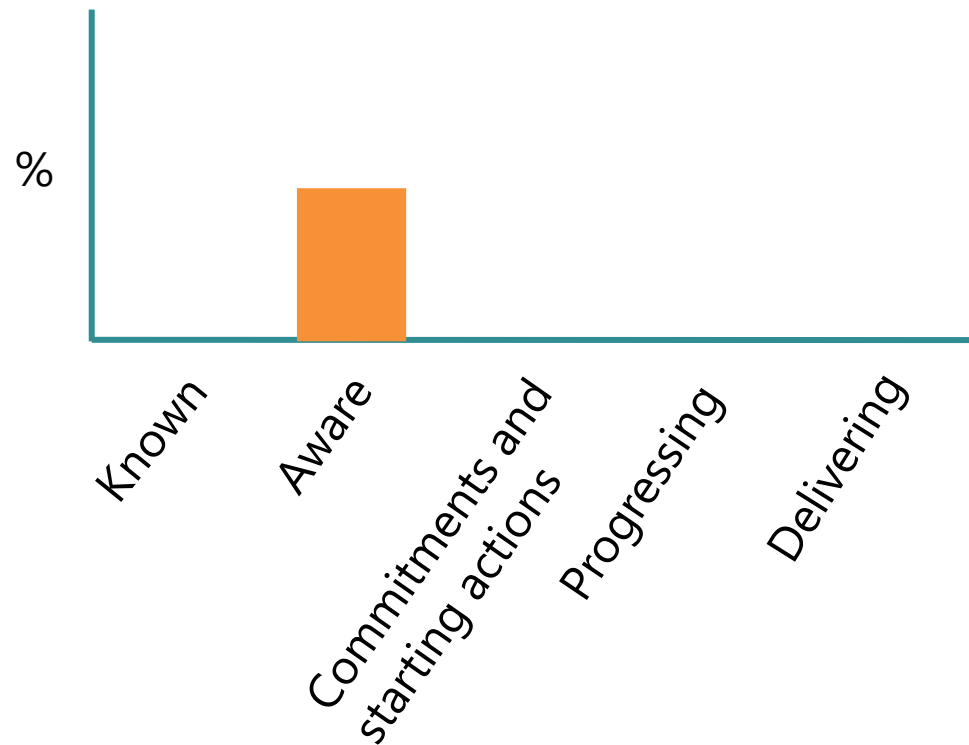
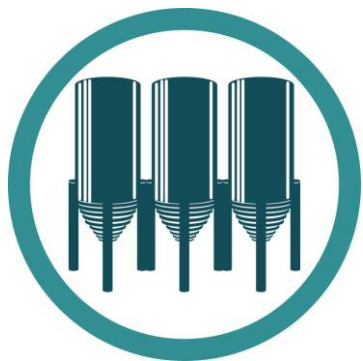
NDPE Implementation Framework



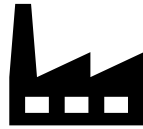
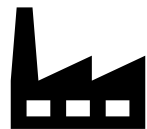
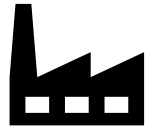
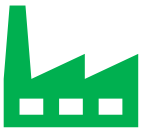
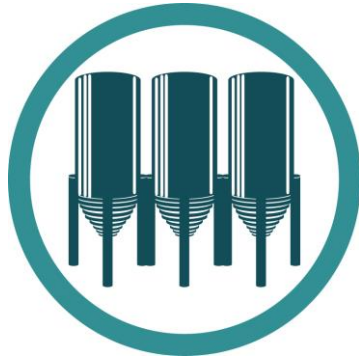
Self-assessment
completed



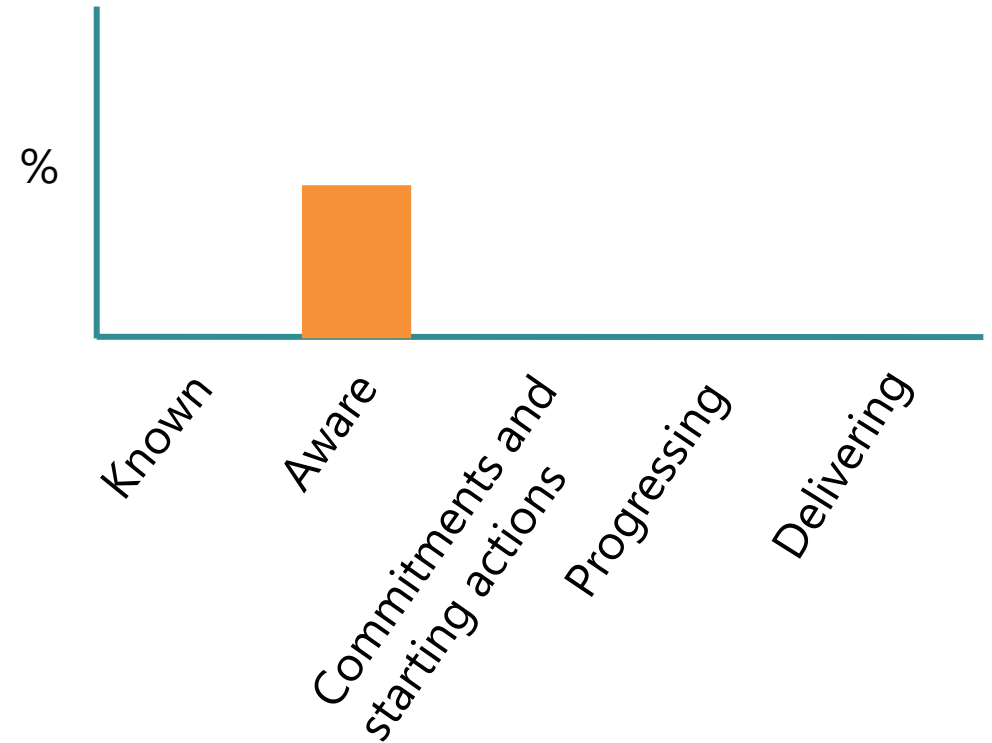
NDPE Implementation Framework



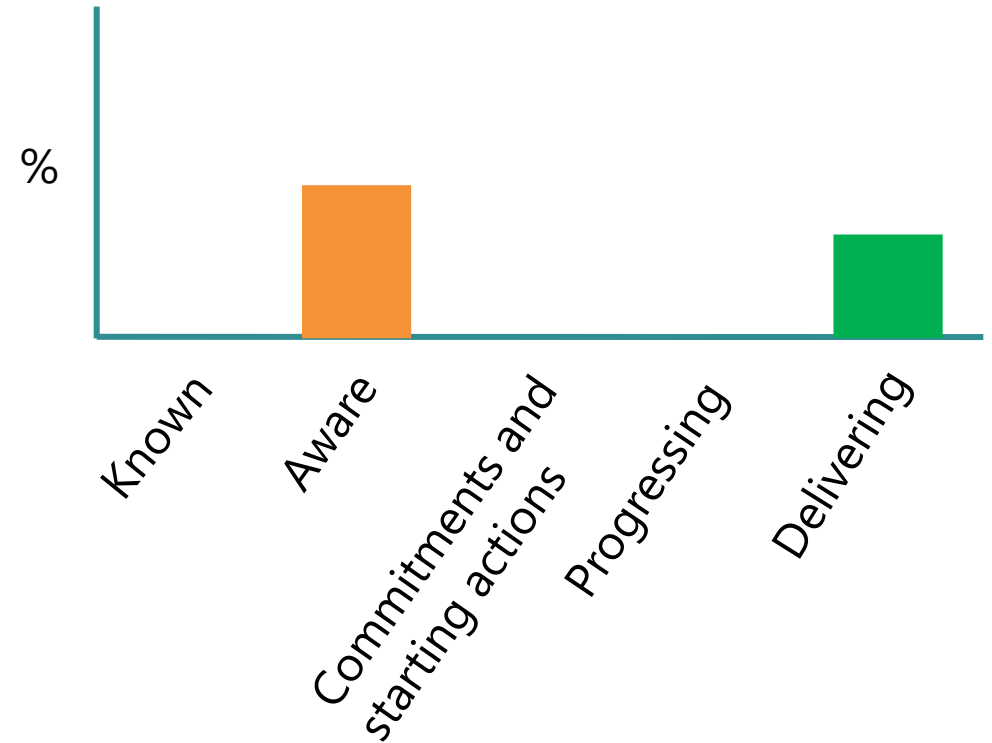
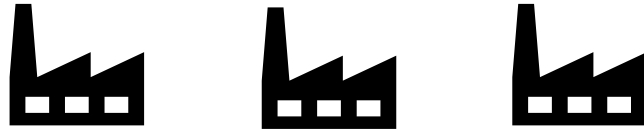
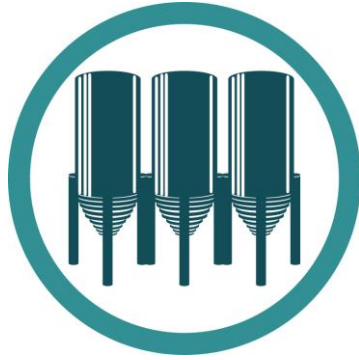
NDPE Implementation Framework



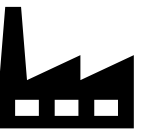
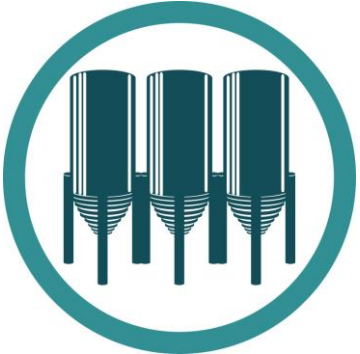
100% certified



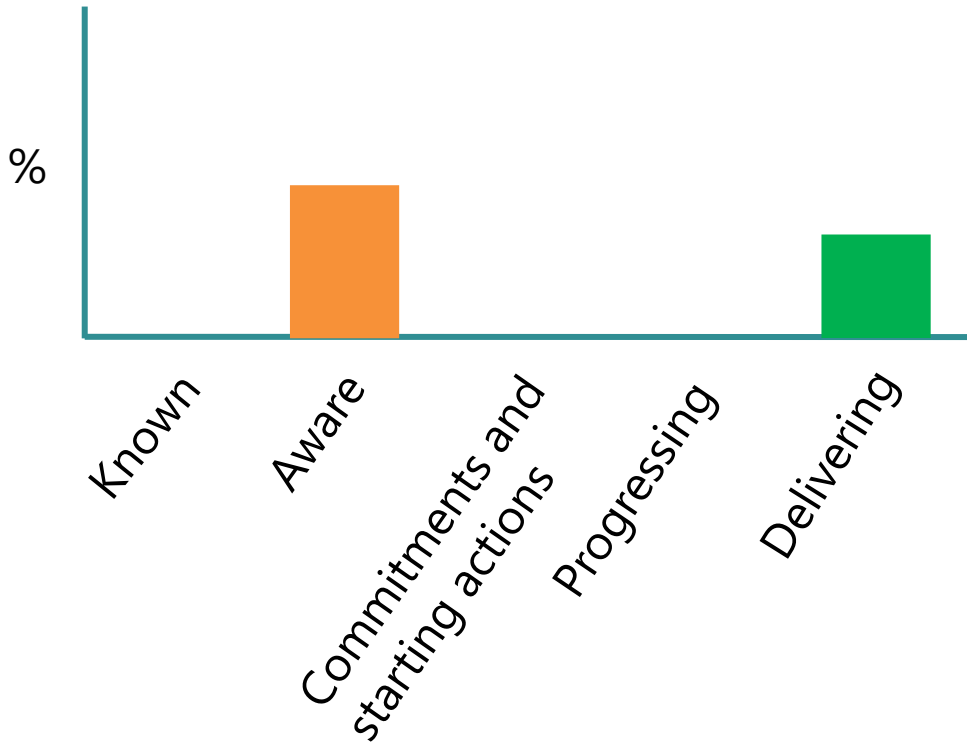
NDPE Implementation Framework



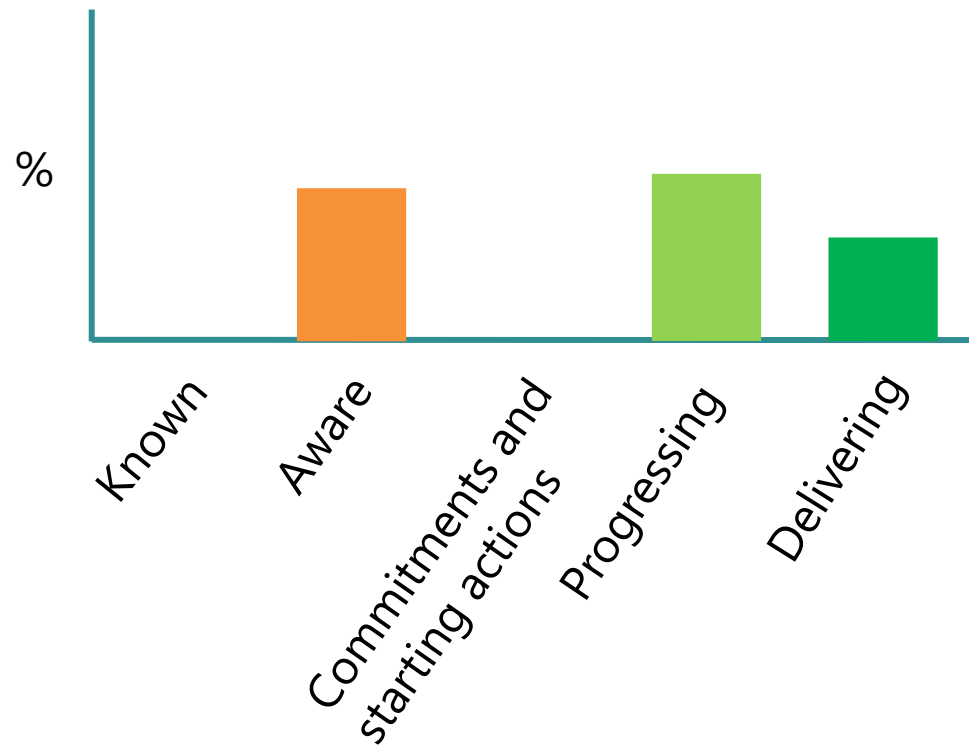
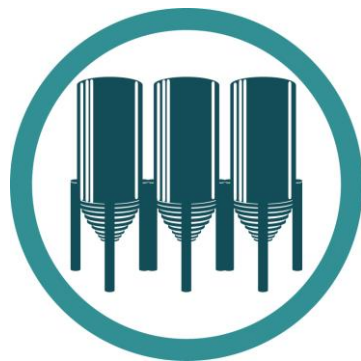
NDPE Implementation Framework



Deforestation monitoring on own concessions



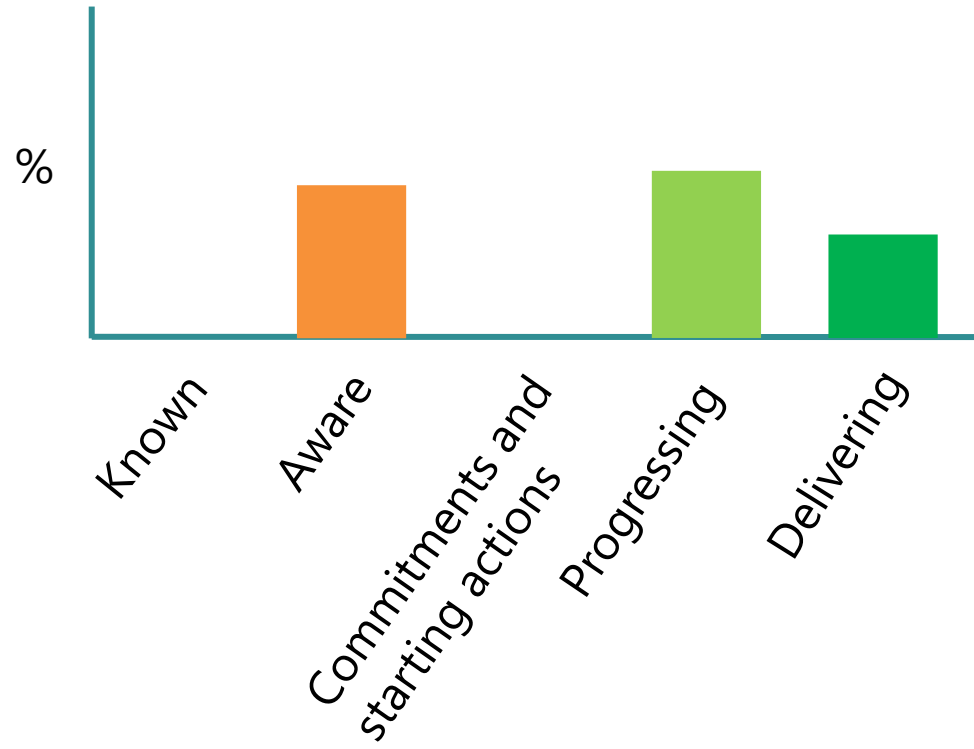
NDPE Implementation Framework



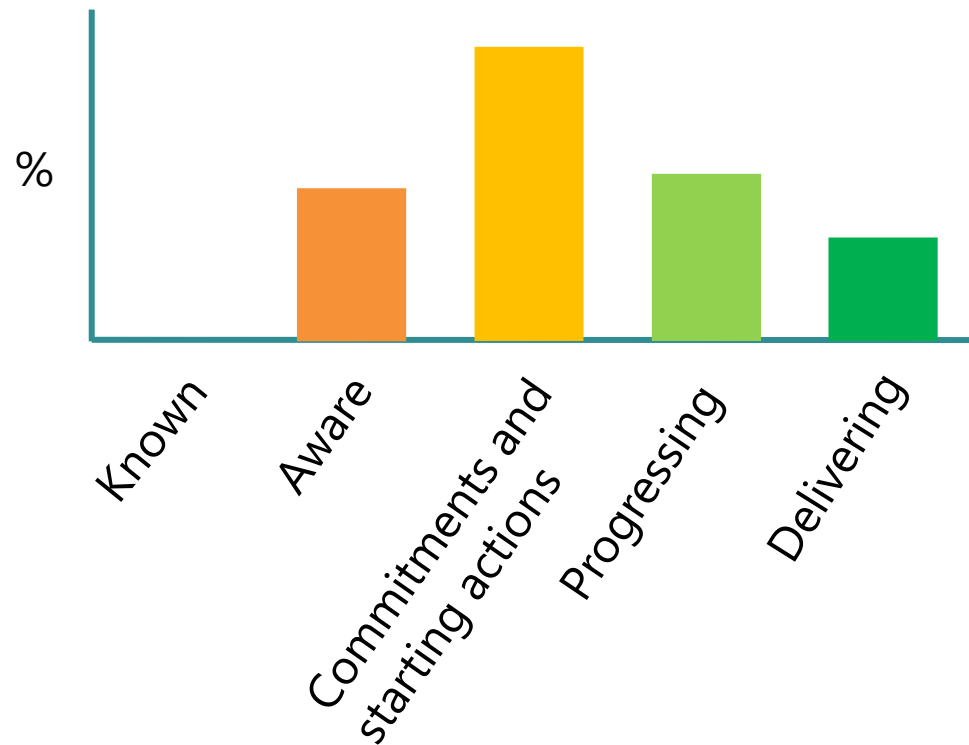
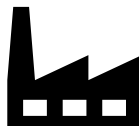
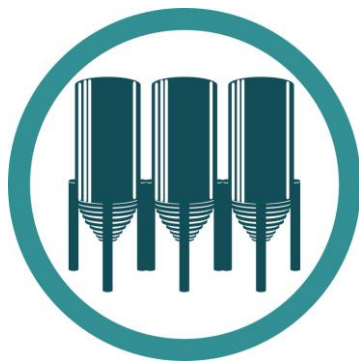
NDPE Implementation Framework



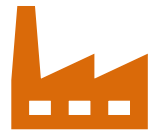
Part of group that has commitment and action plan



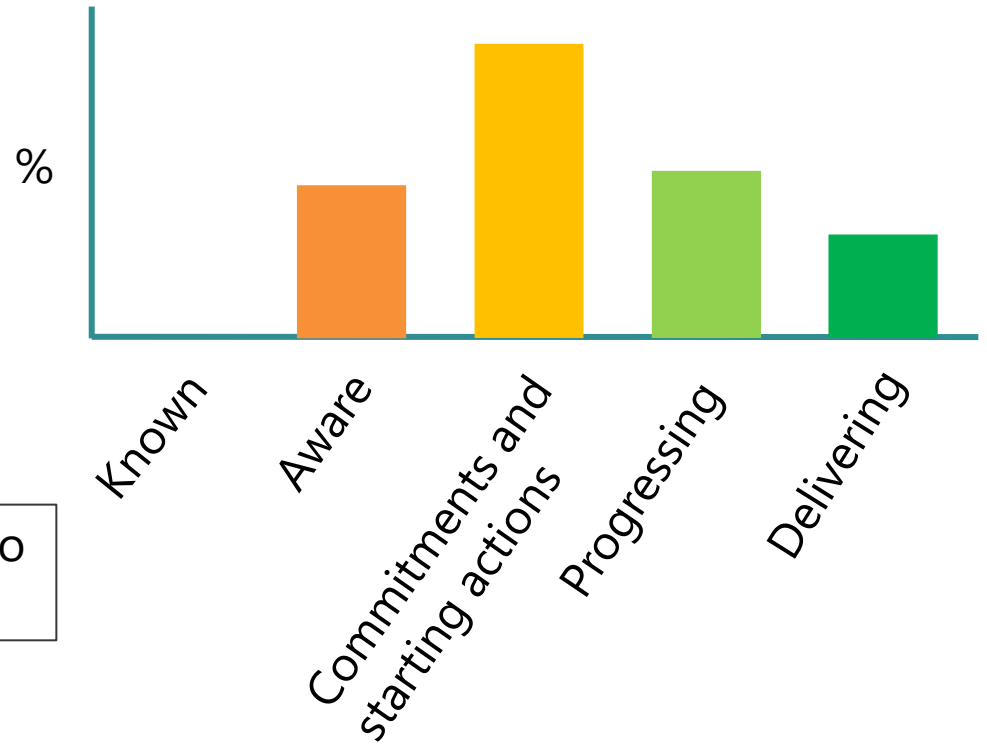
NDPE Implementation Framework



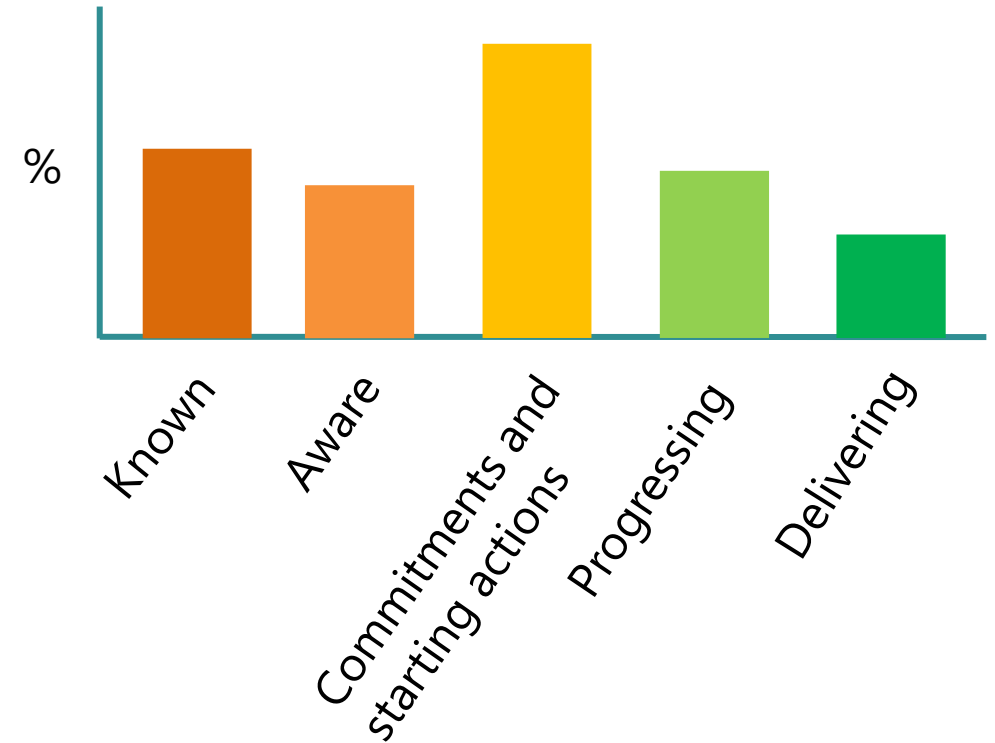
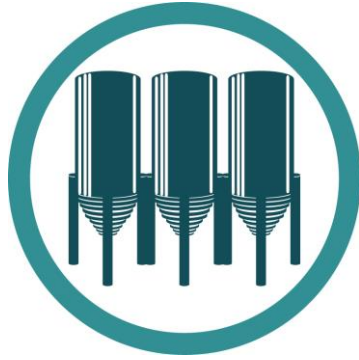
NDPE Implementation Framework



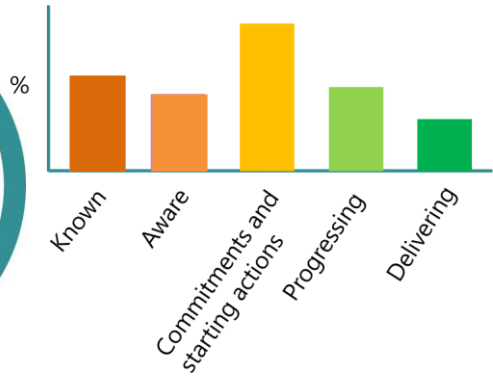
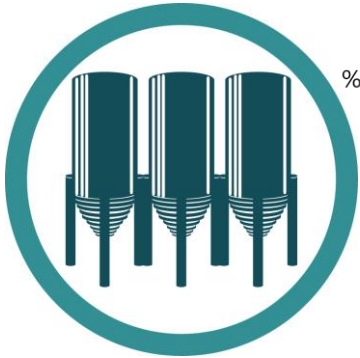
Traceable, but no known action



NDPE Implementation Framework

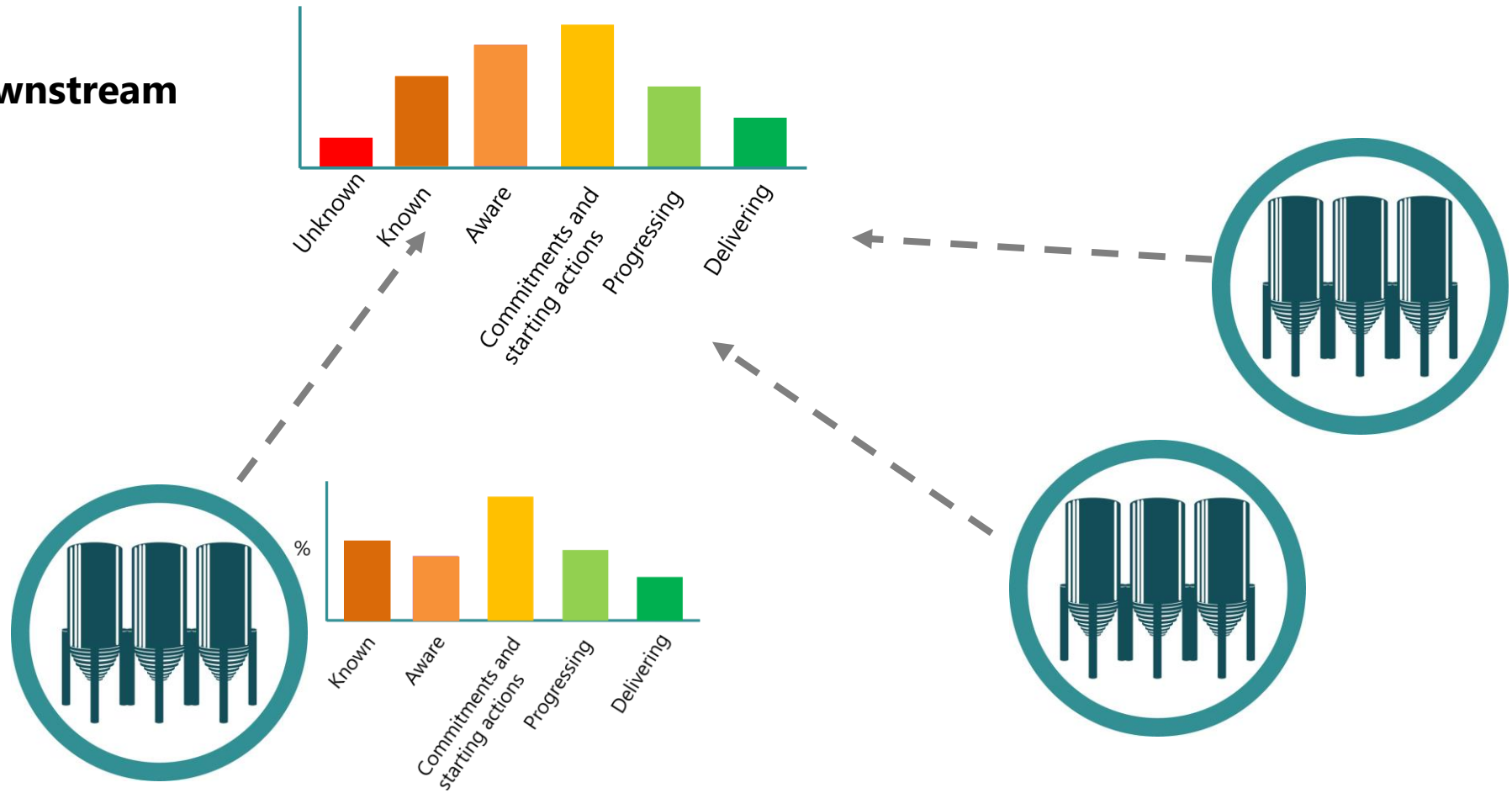


NDPE Implementation Framework



NDPE Implementation Framework

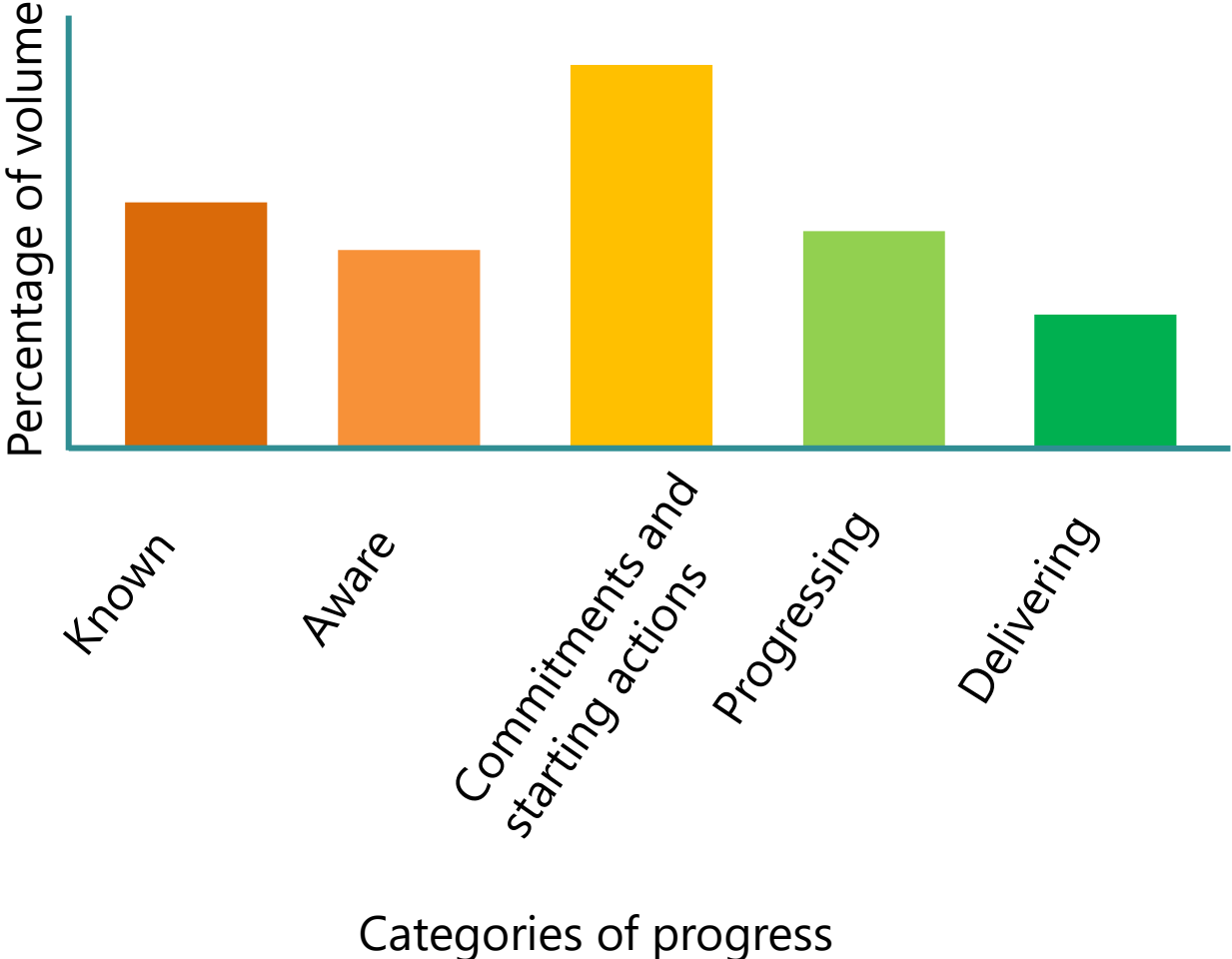
Downstream



NDPE Implementation Reporting Framework profile

Separate profile for

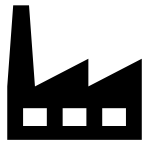
- ✓ No Deforestation
- ✓ No development on Peat
- ✓ Respecting labour rights
- ✓ Respecting land rights



Example: IRF for No Deforestation



1. Mill-based allocation



- Traceable, but no further action known

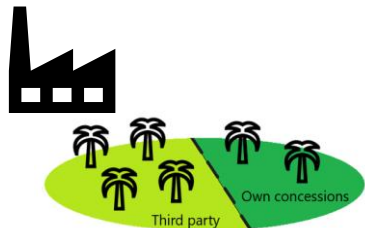
- The mill's company has received training or workshop that means they are aware of expectations

- The mill's company has a policy or commitment to No-Deforestation

- Some of the supply to the mill is delivering through e.g., certification or satellite monitoring, etc

- All of the supply to the mill is delivering through certification, satellite monitoring, etc

2. Volume based allocation



“ ”

“ ”

“ ”

Proportion of volume from own concessions if delivering

Example: IRF for No Deforestation

Two main actions to demonstrate a mill has not cleared forest since 2015:



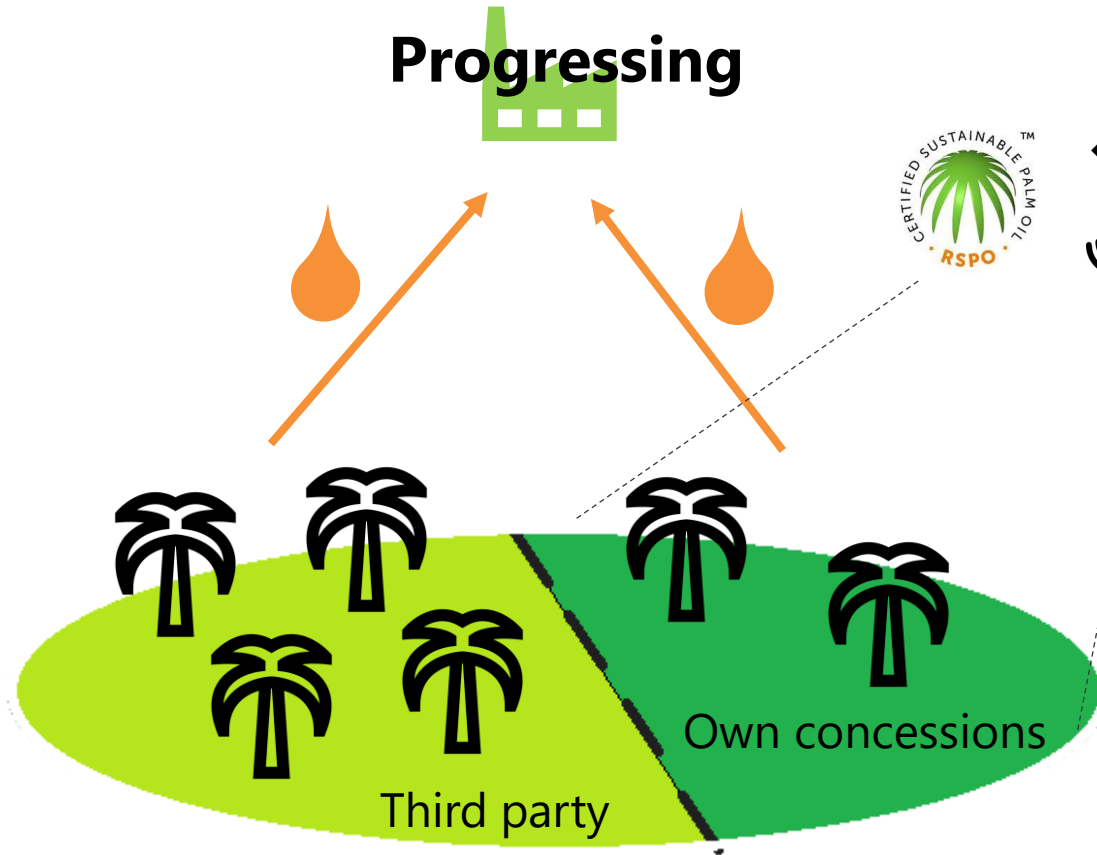
RSPO certification



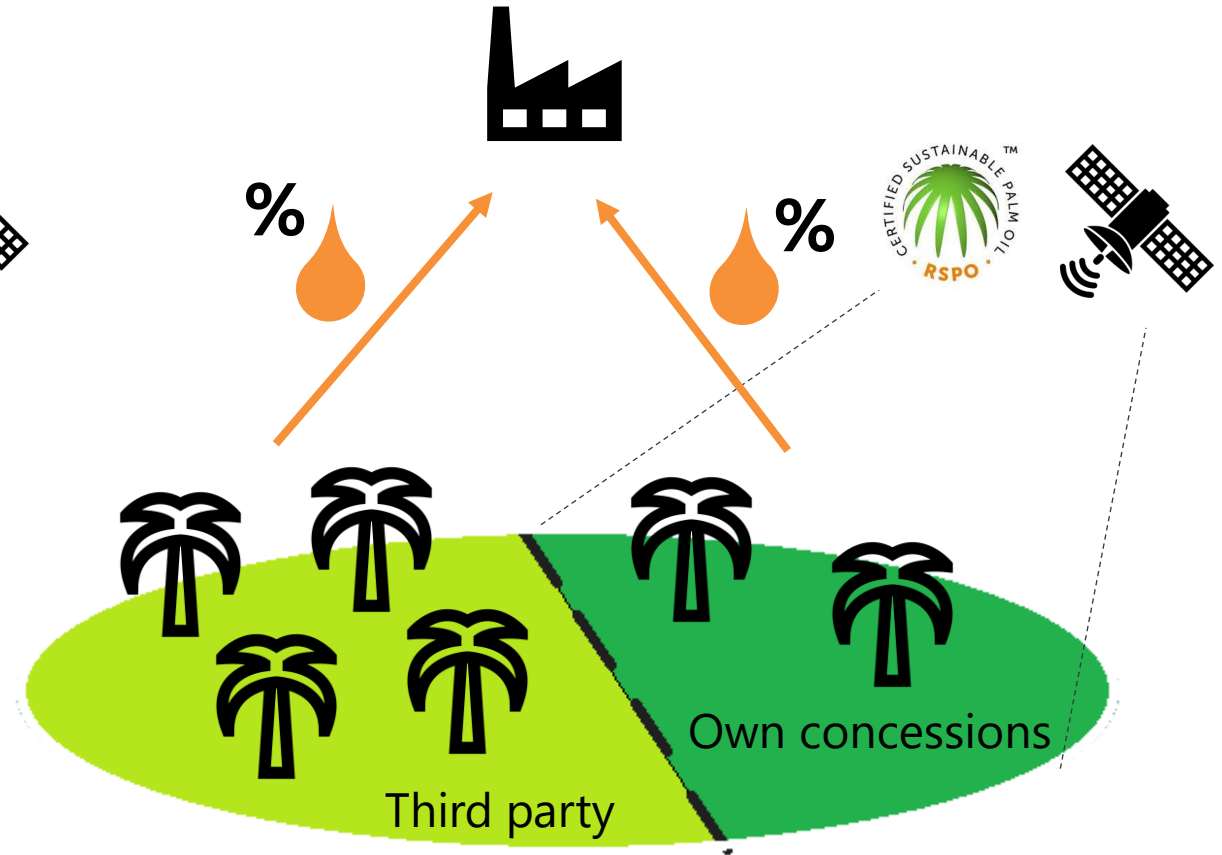
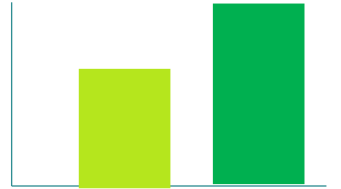
Satellite monitoring linked to plantation maps

Mill allocation vs. FFB allocation

Mill based allocation



FFB based allocation



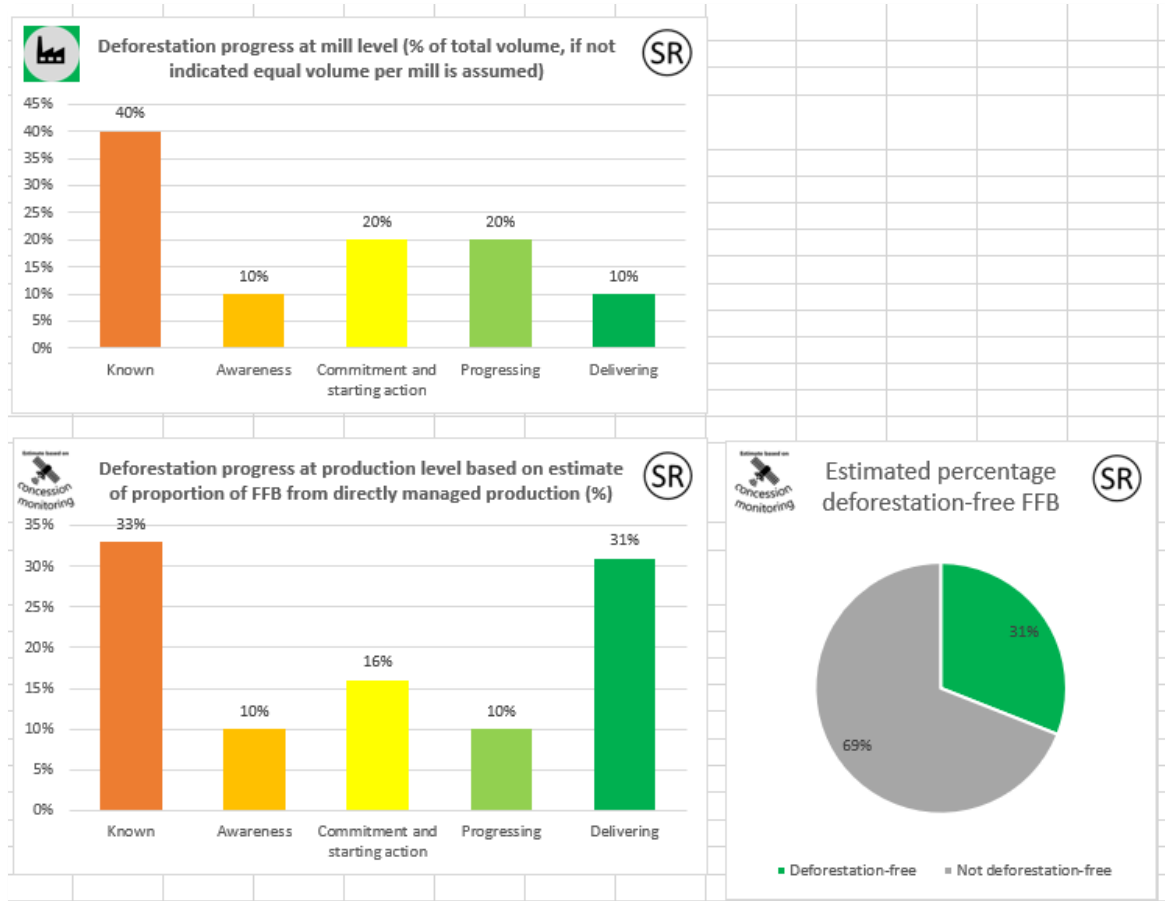
Links to TTP

Results

Results

For deforestation, there are two options:

1. Whole mill is allocated to a category
2. Mill is split between category for own plantations and third party/smallholder production of FFB
 - Proportion for own vs. third party supply is estimated by regional default or can be entered into template





Commonly asked questions

- ***Do MB certified mills automatically fall under the Delivering category?***

No, MB certification only covers part of the supply base so puts the mill in Progressing. Mills need to be engaging with and ensuring that their third party supply (non-certified supply) is also NDPE compliant to be categorised in Delivering.

- ***How do you use the IRF if you are not directly sourcing from mills?***

There is a separate tab (Tab for “Supply from Refiners & Traders”) in the template which allows you to provide information based the IRF profiles you receive from your direct suppliers (e.g. refiners, traders, other aggregators).

- ***Does the IRF cover Rainforest Alliance certification?***

No, the certification schemes included are RSPO, MSPO, ISPO, ISCC and POIG. RA may be added in the future if appropriate.

- ***How up-to-date is the prepopulated information on RSPO certification in the template?***

This information has last been updated to November 2019. There is an option for users to edit this with more recent information if they know of any changes.

IRF Template

Overview



Enter information about the mills you buy directly from here

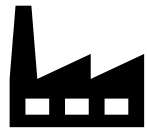
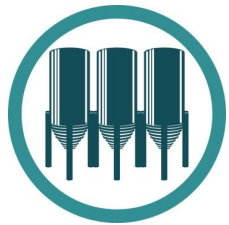
Enter information from other traders/refineries that you buy from here (using their profiles)

Results

How to fill in IRF template

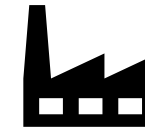
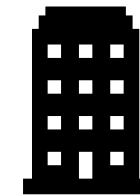
Direct purchase from mills

– Case study 1



Purchase from refiners, traders and other aggregators

– Case study 2



How to fill in IRF template: Direct purchase from mills

The screenshot shows the 'Supply from mills' tab in an Excel spreadsheet. The spreadsheet is designed for data entry related to mills. Key features include:

- Formula Bar:** Displays the formula `=IF(ISBLANK([@[Mill parent company]]),"",1)`.
- Header Row (Row 15):** Contains columns for:
 - Mill parent company
 - Mill name
 - Longitude
 - Country
 - Province
 - Volume sourced from mill (ton) (default is 1 ton, but can be edited)
 - Mill certification (RSPD, MSPO, ISPO and/or ISCC?, POIG)
 - Peat (Is peat present in the 50 km area around the mill?)
 - Systems to address sustainability issues (Has the mill or parent company been part of an NDPE workshop or similar?, Has the mill been subject to a site visit?, Has the mill or parent company completed a self-assessment?, Does the mill or parent company have any commitments to no-deforestation?, Does the mill or parent company have a commitment to no-peat and peat best management practices?, Does the mill or parent company have an action plan for no-deforestation?, Does the mill or parent company have an action plan for no-peat?)
 - Grievances (How much progress has been made with addressing grievances related to deforestation and peat?)
 - FFB (Does the mill process FFB from its own or parent company's concessions or other directly managed production?)
- Buttons:** A blue button labeled 'CLICK HERE TO ADD MILLS' is located in the upper left area of the spreadsheet.
- Instructions:** A text box explains that clicking the button will select from the Universal Mill List, and provides instructions for manual entry if needed.
- Navigation:** The bottom of the spreadsheet shows several tabs: 'Supply from mills' (selected), 'Supply from refineries&traders', 'Results_deforestation', and 'Results_peat'.

- **Supply from mills** tab applies to volumes being sourced directly from mills (e.g. by refiners and other aggregators)
- Detailed information from each mill required

Enter information about the mills you **buy directly from** here



How to fill in IRF template: Direct purchase from mills

Case study:

Refinery sources directly from 5 mills

- Mill 1 has attended an NDPE workshops and only sources from 3rd party supply
- Mill 2 has a policy in place and only sources from its own plantation which is monitored for deforestation by satellite
- Mill 3 and 4 are RSPO MB certified and source volumes from own concessions (certified) and from independent smallholders. Deforestation was identified in the supply base of mill 3 and it has so far not taken any steps to address this
- Mill 5 has provided no information and the refinery only knows its name and location

How to fill in IRF template: Direct purchase from mills

Adding mills

AutoSave Off NDPE_IRF_02_V5.3 - Read-Only - Excel Search Katie Fensome

File Home Insert Page Layout Formulas Data Review View Help Table Design

Clipboard Font Alignment Number Styles Cells

Share Comments

Sort & Filter Find & Select Ideas Sensitivity

Formula Bar: $=IF(ISBLANK([@[Mill parent company]]), "", 1)$

Worksheet: IRF Template

Text: This page of the template is for adding information on which mills you source from, them, and how much progress they have made in addressing environmental and social issues in their production base. There is a series of questions along the top; some of these are filled in for you when you select from the list, and some information of the information will be available to you as a refinery or trader. However, if you don't have the information you need, you can talk to the mills to ask. The informed, but will be checked by third parties in the near future.

Total UNKNOWN (ton) 0.00

CLICK HERE TO ADD MILLS

Text: By clicking this button and selecting from the Universal Mill List, as this will recognise the mill and fill in some of the information for you. To select from the list, click the button to the left and search the mill from the list. You can search by ID, parent company, or by province/state. If you notice any errors here or have more up to date information, please contact ndpe@ndpe.com to choose to enter mills manually.

Table Headers: Mill parent company, Mill name, Longitude, Country, Province, Volume sourced from mill (ton) (default is 1 ton, but can be edited), RSPO, MSPO, ISPO and/or ISCC?, POIG, Peat, Mill certification, Peat

Buttons: Supply from mills, Supply from refineries&traders, Results_deforestation, Results_peat

Table: Universal Mill List

UML ID	PARENT	MILL NAME	LATITUDE	LONGITUDE	RSPO	COUNTRY	PROVINCE	DISTRICT
PO1000008590	3F Oil Palm Agrotech	3F Oil Palm Agrotech	17.00352	81.46973	No	India	Andhra Pradesh	West Godavari
No UML ID	8 Degrees North	8 Degrees North	7.2	-2.1173	No	Ghana	Brong Ahafo	Tano North
PO1000003711	Aa Sawit	Siang	1.545386	104.209347	No	Malaysia	Johor	Kota Tinggi
PO1000008154	Aathi Bagawathi Manufacturing	Abdi Budi Mulia 2	2.11272	100.27311	No	Indonesia	Sumatera Utara	Labuhanbatu Selatan
PO1000004269	Aathi Bagawathi Manufacturing	Abdi Budi Mulia	2.051269	100.252339	No	Indonesia	Sumatera Utara	Labuhanbatu Selatan
PO1000004759	Aceitera La Lima	Finca La Lima	15.1594222	-92.59045556	No	Mexico	Chiapas	Villa Comaltitán
PO1000003979	Aceites	Aceites Cimarrones	3.035593889	-73.11146556	No	Colombia	Meta	Puerto Rico
PO1000008600	Aceites Del Vichada	Aceites Del Vichada	5.168753	-70.4095	No	Colombia	Vichada	Santa Rosalia
PO1000004765	Aceites De Palma	Aceites De Palma	18.0470389	-94.91766389	No	Mexico	Veracruz	Hueyapan de Ocam
No UML ID	Aceites Las Colombianas	Aceites Las Colombianas	4.079083	-73.693639	No	Colombia	Meta	Villavicencio
PO1000008253	Aceites Manuelita	Manavire	3.937706	-73.36539	MB	Colombia	Meta	San Carlos de Guarc
PO1000005117	Aceites Manuelita	Yaguarito	3.883139	-73.339917	No	Colombia	Meta	San Carlos de Guarc
PO1000004007	Aceites Manuelita	Palmar De Altamira	4.750511	-71.68246	No	Colombia	Casanare	Orocué
PO1000003988	Aceites Morichal	Aceites Morichal	3.92985	-73.242775	No	Colombia	Meta	San Carlos de Guarc
PO1000003841	Aceites Sustentables De Palma	Aceites Sustentables De Palma	16.360506	-90.467794	No	Mexico	Chiapas	Ocosingo
PO1000003712	Ace Oil Mill	Ace Oil Mill	2.91192	102.77981	No	Malaysia	Pahang	Rompin
PO1000002459	Aceydesa	Aceydesa	15.825861	-85.896861	IP	Honduras	Colón	Trujillo
PO1000003713	Achi Jaya Plantations	Johor Labis	2.251472222	103.0513056	No	Malaysia	Johor	Segamat
No UML ID	Adi Karya Gemilang	Bahuga	-4.849673	105.21161	No	Indonesia	Lampung	Lampung Tengah
PO1000004351	Adimulia Agrolestari	Segati	-0.108983	101.386783	No	Indonesia	Riau	Kampar
PO1000007629	Adimulia Agrolestari	Singingi	-0.205611	101.318944	No	Indonesia	Riau	Kuantan Singingi
No UML ID	Adimulia Palmo Lestari	Adimulia Palmo Lestari	-1.69027	102.77601	No	Indonesia	Jambi	Batang Hari
PO1000004072	Adisurya Cipta Lestari	Bukit Taulid	-3.500427	115.640396	No	Indonesia	Kalimantan Selatan	Tanah Bumbu
PO1000007616	Aditya Agrindo	Simpang Hulu Barat	-0.41106	110.18269	No	Indonesia	Kalimantan Barat	Sanggau
PO1000008173	Aexpalma	Alquisa	0.308837	-79.457336	No	Ecuador	Esmeraldas	Quinindé
PO1000008129	Aexpalma	Atahualpa	-0.022728	-79.498034	No	Ecuador	Esmeraldas	Quinindé
No UML ID	Aexpalma	Oleoris	-1.196146	-79.424386	No	Ecuador	Los Rios	Quevedo
PO1000008157	Aexpalma	Aexav	0.196076283	-79.40633488	No	Ecuador	Esmeraldas	Quinindé
No UML ID	Aexpalma	Procepalma	0.169998	-79.216833	No	Ecuador	Pichincha	Puerto Quito
PO1000007433	Aexpalma	Agroinpla	-0.073315	-79.371084	No	Ecuador	Santo Domingo de los	La Concordia
PO1000009018	Aexpalma	Extractora Guimasel	0.326871	-79.2739	No	Ecuador	Esmeraldas	Quinindé
PO1000004554	Agri Andalas	Agri Andalas	-3.998716	102.429673	No	Indonesia	Bengkulu	Seluma
PO1000004072	Agri Cinal	Agri Cinal	-3.200972	101.630139	No	Indonesia	Bengkulu	Bengkulu Utara
PO1000003995	Agrocala Alzamora Cordovez Cia	Teobroma	-0.046694444	-79.35213889	No	Ecuador	Santo Domingo de los	La Concordia
No UML ID	Agri Mitra Karya	Agri Mitra Karya	-2.64567	101.289902	No	Indonesia	Bengkulu	Mukomuko
PO1000008580	Agri Sawit Perdana	Agri Sawit Perdana	0.069911	110.696437	No	Indonesia	Kalimantan Barat	Sanggau
No UML ID	Agrindo Sawit Mandiri	Agrindo Sawit Mandiri	-2.346637	112.3028	No	Indonesia	Kalimantan Tengah	Seruyan
PO1000000312	Agri Samo	Usine Samo	5.281733	-3.5282	IP	Côte d'Ivoire	Comoé	Sud Comoé
PO1000006137	Agroacete	Extractora Agroacete	14.555208	-92.006	No	Guatemala	Quezaltenango	Coatepeque

How to fill in IRF template: Direct purchase from mills

Adding volume from mill

Mill parent company	Mill name	UML ID	Latitude	Longitude	Country	Province	Volume sourced from mill (ton) (default is 1 ton, but can be edited)
Parent 1	Mill 1				Colombia		1.00
Parent 2	Mill 2				Colombia		1.00
Parent 3	Mill 3				Mexico		1.00
Parent 3	Mill 4				Mexico		1.00
Parent 4	Mill 5				Colombia		1.00

Volume sourced from mill by refinery- info needed for charts to be created

Basic mill information- prepopulated

How to fill in IRF template: Direct purchase from mills

Certification

Certification information
Section is prepopulated, but
can also be edited if you have
more recent information



Mill 3 and 4 are
MB certified

Mill certification		
RSPO	MSPO, ISPO and/or ISCC?	POIG
No	No	No
No	No	No
MB	No	No
MB	No	No
Don't know	Don't know	Don't know

How to fill in IRF template: Direct purchase from mills

Early actions

Systems- includes workshops, visits, self-assessments, policies and action plans

Mill 1 has attended NDPE workshop and mill 2 has a policy

Guidance

Systems to address sustainability issues							Grievan
Has the mill or parent company been part of an NDPE workshop or similar?	Has the mill been subject to a site visit?	Has the mill or parent company completed a self-assessment?	Does the mill or parent company have any commitments to no-deforestation?	Does the mill or parent company have a commitment to no-peat and peat best management practices?	Does the mill or parent company have an action plan for no-deforestation?		
Yes	No	No	No	No	No	No	No grievance log
Don't know	Don't know	Don't know	Yes	Yes	Don't know	Don't know	No grievance log
Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	At least one griev
Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	No grievanc
Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	I don't k

Sebastian:
Action plans are documents that lay out the activities a company will implement to make sure they adhere to their commitments. If the mill or parent company has one of these for no-deforestation, enter 'Yes'. This will put the mill into 'Commitments and Starting Actions' for No-D IRF.

How to fill in IRF template: Direct purchase from mills

Own plantations vs. 3rd party volumes

Proportion of FFB from directly managed vs. third party

N.B. this is important for the volume based allocation result

Mill 1 only sources from 3rd party and mill 2 only sources from own plantations

FFB from own estates			
Does the mill process FFB from its own or parent company's concessions or other directly managed production?	If yes, how much is being processed from directly managed areas (%)?	Est. % from 3rd party supply (default is provincial/country average)	Est. vol from 3rd party
No		100%	1.00
Yes	100%	0%	0.00
Yes	50%	50%	0.50
Yes	50%	50%	0.50
Don't know		50%	0.50

How to fill in IRF template: Direct purchase from mills

- Progress with directly managed plantations
- Progress with Third Party (e.g. smallholders)

Progress on own estates						Progress on 3rd party supply				
If the mill sources from its own concessions, are they being monitored by a satellite monitoring system, with alerts being dealt with through a grievance mechanism?	Have the own estates been established for a long time and/or is expansion not possible?	Has an HCV and HCSA assessment been conducted for the mill's own concessions?	Have HCV and HCS areas been identified and are they being monitored?	Has a peat or soil assessment been conducted for the mill's own concessions?	Are peat areas being managed and monitored and is the remediation plan being implemented (needed)?	Is there ongoing work with third party suppliers, such as independent smallholders, independent estates and FFB dealers to implement commitment related to no-deforestation?	Is there ongoing work with third party suppliers, such as independent smallholders, independent estates and FFB dealers to implement commitment related to no-peat?	Is there system in place which guarantees that suppliers outside concession are deforestation-free?	Is there system in place which guarantees that suppliers outside concession are free from planting on peat?	Provide details on the systems referred to in the columns AF - A*
NA	NA	NA	NA	NA	NA	Don't know	Don't know	Don't know	Don't know	Don't know
Yes	Yes	Don't know	Don't know	Don't know	Don't know	NA	NA	NA	NA	NA
Don't know	Don't know	Yes	Yes	Yes	Yes	Don't know	Don't know	Don't know	Don't know	Don't know
Don't know	Don't know	Yes	Yes	Yes	Yes	Don't know	Don't know	Don't know	Don't know	Don't know
Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	Don't know	Don't know

Mill 2 has deforestation monitoring and mill 3 and 4 are RSPO MB certified

No information on what mills are doing on their 3rd party supply

How to fill in IRF template: Direct purchase from mills

Categorisation by mill

Mill name	Deforestation mill categorisation		Deforestation FFB categorisation		Peat mill categorisation
	Deforestation-free Allocated category for mill	Deforestation-free volume (% estimated)	Deforestation-free Allocated category for FFB from directly managed	Deforestation-free Allocated category for FFB from third party supply	Peat Allocated category for mill
Mill 1	Awareness	0%	Awareness	Awareness	Awareness
Mill 2	Delivering	100%	Delivering	Delivering	Commitment and starting action
Mill 3	Known	0%	Known	Known	Known
Mill 4	Progressing	50%	Delivering	Known	Known
Mill 5	Known	0%	Known	Known	Known

- Mill 1 has attended an NDPE workshops and only sources from 3rd party supply
- Mill 2 has a policy in place and only sources from its own plantation which is monitored for deforestation by satellite
- Mill 3 and 4 are RSPO MB certified and source volumes from own concessions (certified) and from independent smallholders. Deforestation was identified in the supply base of mill 3 and it has so far not taken any steps to address this
- Mill 5 has provided no information and the refinery only knows its name and location

How to fill in IRF template: Direct purchase from mills

Currently self-reported but **Peterson** working on verification protocol

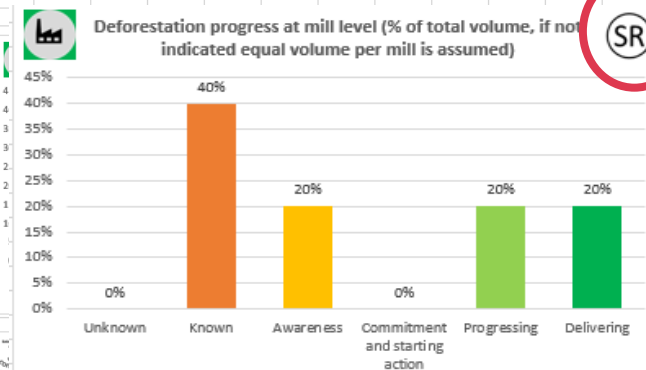
If only part of its supply base has met commitments (for example, on its directly managed area) it is in Progressing.

The second graph shows progress towards meeting no-deforestation commitments at production level, based on estimates of FFB coming from directly managed areas vs. third party (such as smallholders, independent estates, or local FFB dealers). Since the amount of FFB coming from own or third party is rarely known, a default estimate for Indonesia and Malaysia is used. If you have more accurate information, you can also add this on the 'mill data' tab.

The symbol 'SR' signifies that this information is self-reported and has not yet been independently verified.

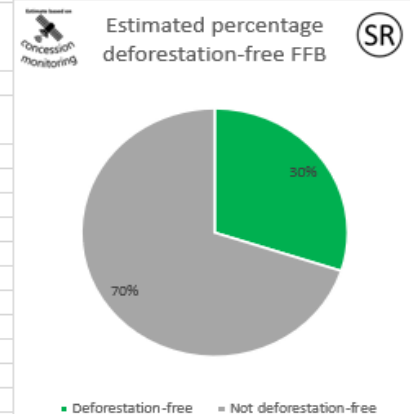
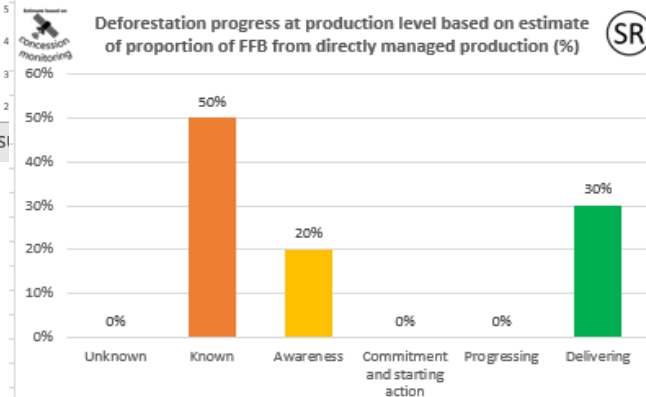
Progress at mill level (deforestation)

Mill categories (deforestation)	% of total volume (if not indicated equal volume per mill is assumed)
Unknown	0%
Known	40%
Awareness	20%
Commitment and starting action	0%
Progressing	20%
Delivering	20%
	100%



Deforestation progress at production level based on estimate of proportion of FFB from directly managed production

FFB production categories (delivering)	Volume from own estates	Volume from 3rd party supply	Volume from refineries & traders	% of volume (overall)
Unknown	0.00	0.00	0.00	0%
Known	1.00	1.50	0.00	50%
Awareness	0.00	1.00	0.00	20%
Commitment and starting action	0.00	0.00	0.00	0%
Progressing	0.00	0.00	0.00	0%



Supply from mills | Supply from refineries&traders | **Results_deforestation** | Results

How to fill in IRF template: Purchase from refiners, traders and other aggregators

As a refinery you source from mills, for which the details are being entered in the first tab, but some refineries sometimes also source from other refineries and/or traders. This page from the template is for adding profile information for those refineries and traders. For each refinery and/or trader, the % for the different IRF categories should be filled in for Progress at mill level (deforestation), progress at FFB level (deforestation), and Progress at mill level (peat)

Supplier name (refinery/trader)	Volume sourced from supplier (ton)	Volume sourced from supplier (%)	Unknown volume at supplier level (%)	Progress at mill level (deforestation)			Progress at FFB level (deforestation)			Progress at mill level (peat)									
				Known (mill, %)	Awareness (mill, %)	Commitment and starting action (mill, %)	Progressing (mill, %)	Delivering (mill, %)	Known (FFB, %)	Awareness (FFB, %)	Commitment and starting action (FFB, %)	Progressing (FFB, %)	Delivering (FFB, %)	Known (peat, %)	Awareness (peat, %)	Commitment and starting action (peat, %)	Progressing (peat, %)	Delivering (peat, %)	

... | Supply from mills | **Supply from refineries&traders** | Results_deforestation | Results_peat | (+) | <

- **Supply from refiners & traders** tab applies to volumes being sourced from aggregators, i.e. not mills
- IRF profiles required from T1 suppliers

↑
Enter information from **traders/refineries** that you buy from here (using their profiles)



How to fill in IRF template: Purchase from refiners, traders and other aggregators

Case study:

A trader buys from 3 suppliers

- Supplier 1: Supplied 30 metric tonnes; has provided full mill list and IRF profile
 - Known: 20%, Awareness: 20%; Commitment and taking action: 10%; Progressing: 30%; Delivering: 20%
- Supplier 2: Supplied 50 mt; has provided full mill list and IRF profile
 - Known: 30%, Awareness: 20%; Commitment and taking action: 30%; Progressing: 15%; Delivering: 5%
- Supplier 3: Supplied 20 mt; no sourcing information provided

How to fill in IRF template: Purchase from refiners, traders and other aggregators

Adding volume from supplier

Supplier name (refinery/trader)	Volume sourced from supplier (ton)	Volume sourced from supplier (%)	Unknown volume at supplier level (%)
Supplier 1	30.00	30%	0%
Supplier 2	50.00	50%	0%
Supplier 3	20.00	20%	100%



Percentage of volume supplier has marked as Unknown (not traceable to mill) in their profile
NB. If supplier has not provided profile and mill list, all volumes go in Unknown

How to fill in IRF template: Purchase from refiners, traders and other aggregators

Adding supplier profile information on deforestation for supply coming from own plantations vs third party/smallholders

NB. If profiles do not make distinction just fill in Progress at mill level cells

Progress at mill level (deforestation)				
Known (mill, %)	Awareness (mill, %)	Commitment and starting action (mill, %)	Progressing (mill, %)	Delivering (mill, %)
▼	▼	▼	▼	▼
20%	20%	10%	30%	20%
30%	20%	30%	15%	5%
0%	0%	0%	0%	0%

How to fill in IRF template: Purchase from refiners, traders and other aggregators

If only part of its supply base has met commitments (for example, on its directly managed area) it is in Progressing.

The second graph shows progress towards meeting no-deforestation commitments at production level, based on estimates of FFB coming from directly managed areas vs. third party (such as smallholders, independent estates, or local FFB dealers). Since the amount of FFB coming from own or third party is rarely known, a default estimate for Indonesia and Malaysia is used. If you have more accurate information, you can also add this on the 'mill data' tab.

The symbol 'SR' signifies that this information is self-reported and has not yet been independently verified.

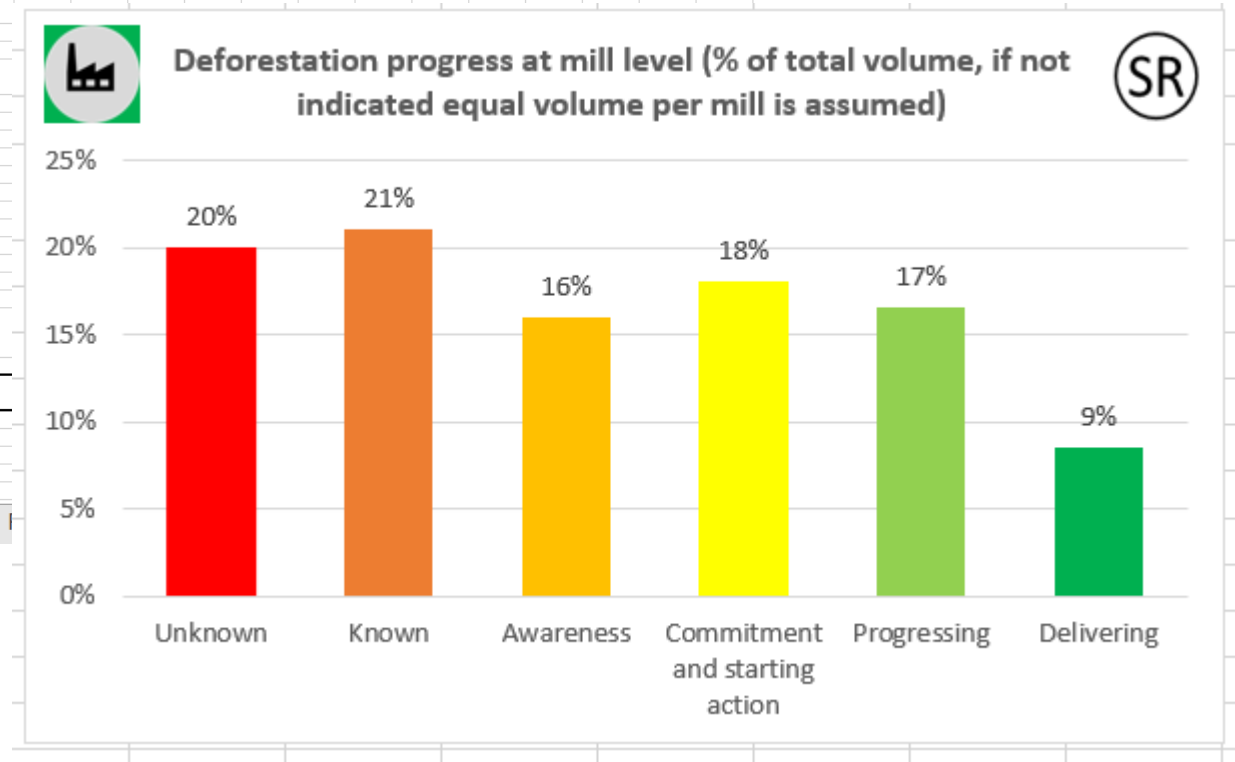
Progress at mill level (deforestation)

Mill categories (deforestation)	% of total volume (if not indicated equal volume per mill is assumed)
Unknown	0%
Known	40%
Awareness	20%
Commitment and starting action	0%
Progressing	20%
Delivering	20%
	100%

Deforestation progress at production level based on estimate of proportion of FFB from directly managed production

FFB production categories (delivering)	Volume from own estates	Volume from 3rd party supply	Volume from refineries & traders	% of volume (overall)
Unknown	0.00	0.00	0.00	0%
Known	1.00	1.50	0.00	50%
Awareness	0.00	1.00	0.00	20%
Commitment and starting action	0.00	0.00	0.00	0%
Progressing	0.00	0.00	0.00	0%

Supply from mills | Supply from refineries&traders | **Results_deforestation**



Profiles



Commonly asked questions

- ***Can refineries and other aggregators get all the mill-level information?***

Broadly speaking, it will depend on the relation between aggregators and their supplying mills. Refineries other aggregators buying directly from mills may need to adjust their engagement strategies and information gathering tools to ensure they are capturing the required data to fill in the IRF template.

- ***How is the IRF linked to the RSPO?***

RSPO is key component of the IRF and key way for mills to show they are partially or fully delivering on NDPE.

- ***How often will we be required to produce this report? What information do we share through the supply chain?***

There isn't an agreed time for reporting, it will depend on how often your clients will request you to provide profiles. What you send through is the aggregated profiles as a screen shot or downloaded from the template (found in last two Results tab). You do not have to send the detailed information filled out in tab 1 and 2 of the template.

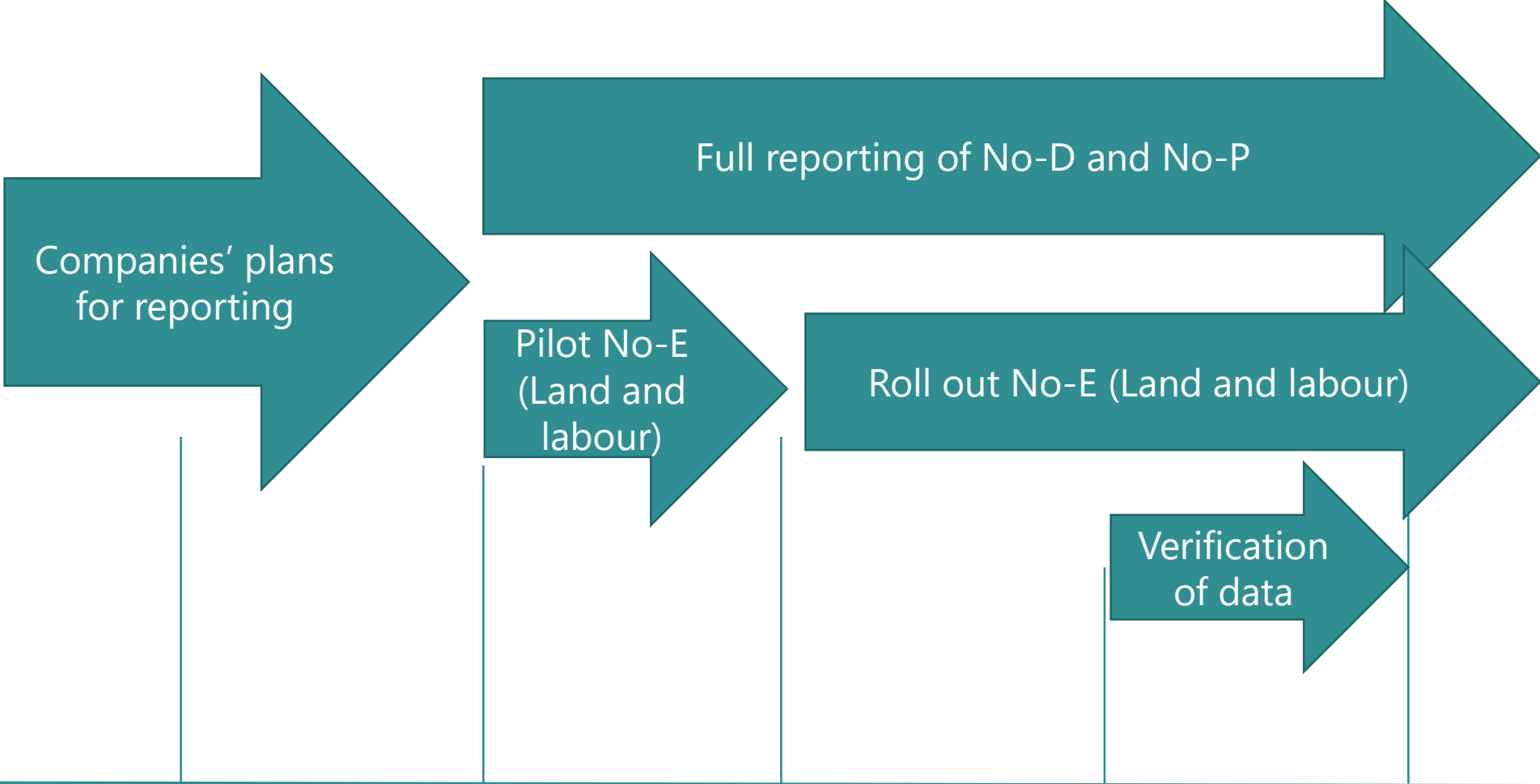
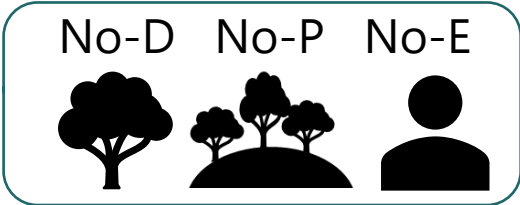
- ***Is the exact same template used by everyone filling out the IRF?***

Yes, everyone uses the same template. Companies buying directly from mill will use tab 1 and companies buying from refiners, traders and other aggregators will use tab 2. Some companies may need to fill in both tabs if part of their supply is directly from mills and another part is from aggregators.

- ***The title in the second graph is "Deforestation progress at production level based on the estimate of proportion of FBB from directly managed production (%)". What is meant by directly manage production?***

Directly managed production means from own concessions/plantations/estates.

Timeline of progress



RSPO RT
November
2019

Q1
2020

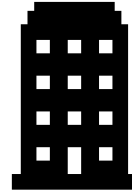
Q2
2020

Q3
2020

Q4
2020

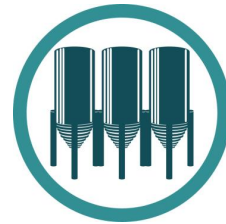
Next steps

Manufacturers, traders and refineries buying from aggregators



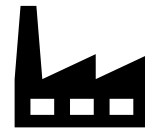
Action: Start engaging with refiners and other aggregators to support initial IRF reporting and develop own profiles

Refineries and other aggregator buying directly from mills



Action: Start planning how your company will gather required information to fill out template

Mills



Action: Support refineries and other buyers requiring information on operations to support filling out of template

Companies using IRF so far:

BUNGE

Apical



AAK

LDC.
Louis Dreyfus Company

Cargill



MARS

NESTE



Kellogg's



wilmar



Information and support

All information, updates and templates for the IRF can be found here:

<https://ndpe-irf.net/>

For support and questions on the IRF and filling in the template contact:

- ndpe-irf@proforest.net

For more information and queries on joining the Palm Oil Collaboration Group contact:

POCollaborationGroup@proforest.net



PEPSICO

proforest

Thank you for joining webinar