



Minutes No. 170 of the Executive Board Meeting held on

Tuesday, April 14, 2020, 15:00 to 18:00 CEST time (in accordance with article 21, section [1] of the RTRS Statutes).

Agenda:

1. Approval of the Executive Board meeting minutes No. 168.
2. Approval of the Executive Board meeting minutes No. 169.
3. (a) March 2020 Key Performance Indicators (KPIs).
(b) Priorities Update.
4. Update on the CSI. Approval of next steps.
5. Approval of the suspension of the enforcement of Article 7(7) of RTRS Statutes regarding the annual publication listing both the Participating Members complying with the requirements applicable to the written annual progress report and the Participating Members failing to do so, until June 30, 2020.
6. Analysis on the possibility to implement remote audits during the COVID-19 pandemic outbreak.
7. RTRS Conversion Factors:
 - (a) To (i) approve a new conversion factor based on the economic allocation model as described in Annex #7.b; and (ii) create a new version of the RTRS Use of the Logo and Claims Policy in order to reflect the conversion factor approved.
 - (b) To (i) approve a new conversion factor based on both the economic allocation model and the demand allocation model as described in Annex #7.b; and (ii) create a new version of the RTRS Use of the Logo and Claims Policy in order to reflect the combination of conversion factors approved.
 - (c) To approve that only RTRS Members will have access to the conversion factors system report and the Soy Footprint Calculator.
8. Management Report 2019.
9. Webinars proposal for 2020.
10. Approval of new RTRS' Logos.
11. (a) Update on the application for the Multi-Stakeholder Platform European Commission.
(b) Approval of the procedure to be followed in order for RTRS' representatives to make presentations and statements within the framework of the public events of the Multi-Stakeholder Platform European Commission.
12. Any other business.
13. Closing.



A. Introduction

The meeting of the Executive Board of Round Table on Responsible Soy Association (RTRS) starts on Tuesday, April 14, 2020 at 15:00 CEST time.

Participants: RTRS Executive Board members:

- Marina Born, Caldenes S.A. (constituency: Producers):
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- Juliana de Lavor Lopes, Amaggi (constituency: Producers):
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- Luiz Carlos Iaquina Filho, Bartira Agropecuaria S.A. (constituency: Producers): liaquina@brookfieldbr.com
- Ulises Javier Martínez Ortiz, Fundación Vida Silvestre (constituency: Civil Society Organizations): ulises.martinez@vidasilvestre.org.ar
- Oswaldo de Carvalho Junior, Earth Innovation Institute (constituency: Civil Society Organizations):
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- Hernan Zunino, The Nature Conservancy (TNC) (constituency: Civil Society Organizations): hernan.zunino@tnc.org
- Judith Kontny, Lidl (constituency: Industry, Trade and Finance):
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- Jorn Jasper Schouten, ACT Commodities (constituency: Industry, Trade and Finance): JSchouten@actcommodities.com
- Stefan Heinke, Bayer AG, (constituency: Industry, Trade and Finance): stefan.heinke@bayer.com
- Lieven Callewaert, Alliance 4 Soy (constituency: Industry, Trade and Finance): lieven.callewaert@soy4brands.org
- Aukje Berden, Rabobank U.A. (constituency: Industry, Trade and Finance): Aukje.Berden-Praamstra@rabobank.nl. (Alternate for Jochem Bouwmeester): jochem.bouwmeester@rabobank.com

RTRS Secretariat based in Zurich:

- Ingrid Korn, RTRS Administration Officer:
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RTRS Secretariat based in Buenos Aires:

- Marcelo Visconti, RTRS Executive Director:
marcelo.visconti@responsiblesoy.org



ROUND TABLE ON RESPONSIBLE SOY ASSOCIATION (RTRS)

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- Laura Villegas, Communications Officer:
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- Daniel Kazimierski, Technical Unit Officer:
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Special guests invited:

- Cid Sanches, RTRS External Consultant: cidsanches64@gmail.com
- Mabel Fernández, RTRS Financial External Consultant:
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- Ana Carolyne Ribeiro Queiroz, FAPCEN (constituency: Producers):
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Marina Born, President of the RTRS Executive Board, chairs the meeting and welcomes the participants to the Executive Board meeting. The agenda is presented, and participants are asked whether any additional topics should be included. No other topics are included. The meeting begins.

B. Quorum and proposals

Marina Born ascertains that the quorum required to validly pass resolutions has been reached. The Executive Board considers the following items on the agenda:

1. *Approval of the Executive Board meeting minutes No. 168.*

Minutes No. 168 are reviewed page by page.

Lieven Callewaert requests to review the wording of topic 8 “*Conversion Factors project: approval of conversion factors and schematics*” of the minutes under analysis.

In the absence of any objections, Marina Born confirms that the Executive Board rejects the resolution.

The RTRS Executive Board resolves the following:

“The Executive Board meeting minutes No. 168 are rejected (by consensus).”

It is further agreed that the recording of the part of the Executive Board meeting held on February 12, 2020, where the conversion factors project was discussed, will be shared with all Executive Board members for analysis purposes.

2. *Approval of the Executive Board meeting minutes No. 169.*

Minutes No. 169 are reviewed page by page.

In the absence of any objections, Marina Born confirms that the Executive Board approves the resolution.

The RTRS Executive Board resolves the following:

“The Executive Board meeting minutes No. 169 are approved (by consensus).”



3. (a) *March 2020 Key Performance Indicators (KPIs), and (b) Priorities Update.*

In view of the limited time available for this meeting, the Executive Board members decide to postpone the discussion of this topic until the next Executive Board meeting.

4. *Update on the CSI. Approval of next steps.*

Following up on the agreements made by the Executive Board members during the Executive Board meeting held on February 12, 2020 in Sorriso, Brazil, Juliana de Lavor Lopes refers to the conversation she had with Heleen van den Hombergh from the IUCN, during which she shared RTRS' perspective regarding the Collaborative Soy Initiative (CSI) and they agreed on possible next steps to reach constructive agreements between the member organizations of the CSI. She further mentions that part of such agreements involved the holding of further discussions prior to the RTRS Annual Conference | RT15 originally scheduled for June 24 and 25, 2020 in Frankfurt; however, taking into consideration that the RT15 was suspended due to the outbreak of the COVID-19 pandemic, the actions preliminary agreed with Heleen van den Hombergh in connection with the CSI could not be carried out, and thus no further conversations were held in this regard.

Stefan Heinke takes the floor and briefly presents the outcomes of the CSI Steering Committee meeting held on January 20, 2020. He further explains the rationale behind the letter sent by the CSI Steering Committee to the RTRS Executive Board members and the RTRS Executive Director, on March 17, 2020, which summarizes the main changes approved during the CSI Steering Committee meeting held on January 20, 2020 and invites RTRS to join the initiative under a new structure. Thereupon, a brief summary of each of the changes mentioned is made:

(i) To change the name of the initiative from “Collaborative Soy Initiative, convened by RTRS” to “Collaborative Soy Initiative,” removing the convening role of RTRS, thus reducing the reputational risk for RTRS and eliminating the confusion that has arisen among market players as a result of the way that the CSI is named.

(ii) To invite Marcelo Visconti to participate in the CSI Steering Committee as a voting member in his role as RTRS Executive Director, and not just as an observer. Jorn Jasper Schouten, Luiz Carlos Iaquina Filho and Juliana de Lavor Lopes are invited to participate in their capacity as representatives of their own companies, but not as RTRS Executive Board members.

(iii) To consider the Syntegration document as a source of reference for the CSI, but no longer as the unique basis for this Initiative, because many developments have taken place ever since the inception of the CSI.

Stefan Heinke remarks that this is the new structure that the CSI approved in order to reduce the reputational risk of the organizations involved and allow them to gather, keep each other informed and help them to build coalitions. He further opines that this way forward seems to be clearer and stresses that RTRS should be part of the CSI under this new framework and that Marcelo Visconti, in his capacity as RTRS Executive Director, should be RTRS' representative with voting rights within the CSI.

Luis Carlos Iaquina Filho takes the floor and highlights that this new framework changes the original objectives of the CSI completely.

Juliana de Lavor Lopes suggests approving this new proposed structure and review it in three months.



Stefan Heinke and Lieven Callewaert support Juliana de Lavor Lopes' suggestion.

Luis Carlos Iaquinta Filho and Juliana de Lavor Lopes explain that joining the CSI as representatives of their own companies will take considerable time due to the internal procedures to be followed within such companies.

Stefan Heinke stresses the need of having representatives from Latin America actively participating in the CSI.

Marina Born expresses her concern regarding the amount of time that RTRS' participation in the CSI could demand.

Marcelo Visconti takes the floor and refers to the internal decision-making procedures that would have to be carried out prior to his appearances before the CSI Steering Committee meetings. In this sense, he strongly suggests agreeing on a decision-making procedure in order to be sure that the RTRS multistakeholders' positioning is reflected in each decision taken by the CSI Steering Committee. Such decision-making procedure should involve, if necessary, (i) the monitoring of the decisions of the CSI Steering Committee by the RTRS Executive Board, and (ii) the prior consultation with the RTRS Executive Board in connection with certain decisions to be made by the CSI Steering Committee.

Luiz Carlos Iaquinta Filho agrees with Marcelo Visconti's observation.

Lieven Callewaert affirms that the RTRS Executive Director can speak on behalf of and represent RTRS at the CSI Steering Committee meetings.

Jorn Jasper Schouten states that the relationship between RTRS and some organizations involved in the CSI is getting weaker and stresses the need to stay close to these organizations in order to enhance the ties binding RTRS with them.

Juliana de Lavor Lopes affirms that it is important for RTRS to take active participation in the CSI and encourages the RTRS Executive Board members to define the decision-making procedure to be implemented in order to frame RTRS' participation in the CSI.

In the absence of any objections, Marina Born confirms that the Executive Board approves the resolution.

The RTRS Executive Board resolves the following:

- 1) "To participate in the "Collaborative Soy Initiative" under the new framework proposed, which no longer involves the convinging role of RTRS (by consensus);" and
- 2) "To appoint Marcelo Visconti as RTRS' representative with voting rights within the Collaborative Soy Initiative Steering Committee (by consensus)."

5. Approval of the suspension of the enforcement of Article 7(7) of RTRS Statutes regarding the annual publication listing both the Participating Members complying with the requirements applicable to the written annual progress report and the Participating Members failing to do so, until June 30, 2020.

Considering that the COVID-19 pandemic outbreak has entailed certain operational challenges to several RTRS Members, the Executive Board members suggest suspending the enforcement of Article 7(7) of RTRS Statutes regarding the annual publication listing both the Participating Members complying with the requirements



applicable to the written annual progress report and the Participating Members failing to do so, until June 30, 2020.

In the absence of any objections, Marina Born confirms that the Executive Board approves the resolution.

The RTRS Executive Board resolves the following:

“To suspend the enforcement of Article 7(7) of RTRS Statutes regarding the annual publication listing both the Participating Members complying with the requirements applicable to the written annual progress report and the Participating Members failing to do so, until June 30, 2020 (by consensus).”

6. Analysis on the possibility to implement remote audits during the COVID-19 pandemic outbreak.

A thorough analysis on the possibility to implement remote audits (“Desktop Audits”) during the COVID-19 pandemic outbreak is presented to the Executive Board members.

The Executive Board members agree in general terms with the Desktop Audits proposal but ask to revise the approach regarding the group certification.

With regards to the proposed course of action in connection with the certifications against the EU RED Scope, the proposal is aligned with the European Commission guidelines applicable to the current pandemic situation.

The Executive Board members ask to confirm with the European Commission the methodology that can be applied in this context.

Furthermore, the Executive Board members agree that the Desktop Audits will be admitted provided that the coronavirus outbreak remains qualifying as a pandemic for the World Health Organization.

The Executive Board requests the RTRS Secretariat to work together with some Executive Board members in order to review the part of the proposal regarding the methodology of the Desktop Audits within the group certification and within the EU RED scope.

The Executive Board members agree to approve the revised version of the Desktop Audits proposal by means of a Circular Decision, in accordance with Article 21(2) of RTRS Statutes.

Since no further comments or questions are posed on the subject, the Executive Board members decide to move to the next item in the agenda.

7. RTRS Conversion Factors.

(a) To (i) approve a new conversion factor based on the economic allocation model as described in Annex #7.b; and (ii) create a new version of the RTRS Use of the Logo and Claims Policy in order to reflect the conversion factor approved; or

(b) To (i) approve a new conversion factor based on both the economic allocation model and the demand allocation model as described in Annex #7.b; and (ii) create a new version of the RTRS Use of the Logo and Claims Policy in order to reflect the combination of conversion factors approved.



Based on the insights exchanged during the Executive Board meeting held on February 12, 2020, in Sorriso, Brazil, two options of the RTRS calculation model and conversion factor system are hereby submitted for consideration of the Executive Board members:

- (i) option A: economic allocation model (in accordance with 3Keel’s proposal); or
- (ii) option B: combination of both the economic allocation model and the demand allocation model (in accordance with the Executive Board’s proposal made during the Executive Board meeting held on February 12, 2020, in Sorriso, Brazil).

The Executive Board members agree to move forward with option B, which includes both the economic and the demand allocation models. By implementing this option, stakeholders will be able to decide which model they will use to calculate the uptake of RTRS certified material.

The Executive Board members further agree that organizations will be allowed to use their own soy footprint calculation system to calculate their uptake of RTRS certified material, provided that they inform RTRS about the sources and results of their calculations pursuant to a procedure to be further elaborated.

Lieven Callewaert suggests adopting a “step-by-step” implementation approach which entails, at a first step, the launching of the RTRS conversion factors system and the soy footprint calculator and, at a later stage, the revision of the RTRS Use of the Logo & Claims Policy. He further suggests that the first stage mentioned should include a six-month transition period for stakeholders to test these tools and give feedback to RTRS.

Jorn Jasper Schouten supports Lieven Callewaert’s suggestion.

Ulises Javier Martinez Ortiz agrees that the revised version of the RTRS Use of the Logo & Claims Policy should be approved after the conclusion of a transition period during which the stakeholders will be allowed to test the relevant tools.

Juliana de Lavor Lopes and Marina Born support Lieven Callewaert and Ulises Javier Martinez Ortiz’s suggestions and propose that the six-month transition period mentioned above could also be used to revise the RTRS Use of the Logo & Claims Policy.

In the absence of any objections, Marina Born confirms that the Executive Board approves the following resolutions.

The RTRS Executive Board resolves the following:

- (i) “To approve a new conversion factor based on both the economic allocation model and the demand allocation model as described in Annex #7.b of the agenda for this Executive Board meeting (by consensus);”
- (ii) “To establish a six months transition period commencing on the date of the launching of the RTRS conversion factors system and the soy footprint calculator, in order for RTRS’ stakeholders to test these tools and give feedback to RTRS (by consensus);” and
- (iii) “To develop -during the transition period approved under (ii) above- a revised version of the RTRS Use of the Logo and Claims Policy in order to reflect the combination of conversion factors approved under (i) above (by consensus).”



- (c) *To approve that only RTRS Members will have access to the conversion factors system report and the Soy Footprint Calculator.*

After a brief exchange of views, Marina Born confirms that the Executive Board rejects the resolution.

The RTRS Executive Board resolves the following:

“The proposed resolution according to which only RTRS Members will have access to the conversion factors system report and the soy footprint calculator is rejected (by consensus).”

The Executive Board members further agree that both the conversion factors system report and the soy footprint calculator will be publicly available, thus not being only available for RTRS Members.

After a brief exchange of views, Marina Born confirms that the Executive Board approves the following resolution.

The RTRS Executive Board resolves the following:

“The conversion factors system report and the soy footprint calculator will be publicly available (by consensus).”

Judith Kontny points out that this approach will bring more transparency to RTRS and its stakeholders.

Stefan Heinke, Juliana de Lavor Lopes, Lieven Callewaert and Marcelo Visconti agree with Judith Kontny’s statement.

8. Management Report 2019.

The Management Report 2019 is presented and reviewed page by page.

Luiz Carlos Iaquina Filho suggests putting more emphasis on the “Beyond 2020” RTRS Strategy.

Juliana de Lavor Lopes requests to include a detail of the farms that form the groups certified against the RTRS production standard, in order to show the use of such standard within a broader group of growers.

In the absence of any objections, Marina Born confirms that the Executive Board approves the resolution.

The RTRS Executive Board resolves the following:

“The Management Report 2019 is approved, subject to the inclusion of (i) the suggestion made by Luiz Carlos Iaquina Filho aimed at putting more emphasis on the “Beyond 2020” RTRS Strategy, and (ii) the detail of the farms that form the groups certified against the RTRS production standard, as requested by Juliana de Lavor Lopes (by consensus).”

9. Webinars proposal for 2020.

It is informed that the webinars are not intended to replace the RTRS Annual Conference | RT15 but they are rather conceived as a tool to open a channel of dialogue with RTRS’ stakeholders in order to uphold the RTRS global platform.



Marina Born requests to include within the webinars certain topics related to the situation of the soy supply chain during the current COVID-19 pandemic outbreak, which involves, among other issues, the impact on traders and producers.

Luiz Carlos Iaquinta Filho supports such request and asks to focus the webinars on (i) the new foreseen business models arisen within the soy value chain as a consequence of the COVID-19 pandemic outbreak, (ii) the impact of the COVID-19 pandemic outbreak situation within the soy supply chain and the new opportunities arisen thereof, and (iii) the characteristics of this new scenario, from farmers to ports, among others.

Marina Born and Luiz Carlos Iaquinta Filho state that the webinars should not be focused only on RTRS' certification but on the real soy value chain and how its actors are dealing with this new situation.

Marina Born remarks that these webinars create the opportunity for RTRS to play its role as a roundtable.

Hernán Zunino asks to use these webinars as a tool to reinforce the role of RTRS as a global multistakeholder platform.

A more detailed proposal for each of the webinars will be submitted for the consideration of the Executive Board for its final approval, taking into consideration the inputs mentioned above.

In the absence of any objections, Marina Born confirms that the Executive Board rejects the resolution.

The RTRS Executive Board resolves the following:

“The webinars proposal for 2020 is rejected (by consensus).”

10. Approval of new RTRS' Logos.

The new proposal on RTRS' logos is presented. The Executive Board members are reminded that this new visual proposal was requested by the Executive Board members during the Executive Board meeting held on February 12, 2020 in Sorriso, Brazil.

This proposal includes five options of institutional logos for both RTRS as a global platform and RTRS as a certification scheme.

As far as the way in which the new visual identity of RTRS is going to be implemented, the Executive Board members agree that it will be presented to the public during the first webinar at which a summary of the process related to the “Beyond 2020” RTRS Strategy will be presented.

Out of the five visual options proposed in Annex #10 of the agenda for this Executive Board meeting, the Executive Board members ask the Secretariat to present a new visual version of RTRS' logos which combines:

- (i) the logo under “graphic proposal” #4, for RTRS in its role as a global platform on soy; and



- (ii) the logo under “behavior” of proposal #1, for RTRS in its role as a certification scheme.

The new proposal will be submitted for the consideration of the Executive Board members during the next Executive Board meeting.

The RTRS Executive Board resolves the following:

“To request the RTRS Secretariat for a new visual version of RTRS’ logos, which shall combine:

- (i) the logo under “graphic proposal” #4 included in Annex #10 of the agenda for this Executive Board meeting, for RTRS in its role as a global platform on soy; and
- (ii) the logo under “behavior” of proposal #1 included in Annex #10 of the agenda for this Executive Board meeting, for RTRS in its role as a certification scheme (by consensus).”

11. (a) Update on the application for the Multi-Stakeholder Platform European Commission; and (b) Approval of the procedure to be followed in order for RTRS’ representatives to make presentations and statements within the framework of the public events of the Multi-Stakeholder Platform European Commission.

The Executive Board members are informed about the status of RTRS’ application for the Multi-Stakeholder Platform European Commission.

Thereupon, the RTRS Executive Board members discuss about the procedure to be followed in order for RTRS’ representatives to make presentations and statements within the framework of the public events of the Multi-Stakeholder Platform European Commission.

In the absence of any objections, Marina Born confirms that the Executive Board approves the resolution.

The RTRS Executive Board resolves the following:

“To approve the procedure described below in order for RTRS’ representatives to make presentations and statements within the framework of the public events of the Multi-Stakeholder Platform European Commission:

- (i) three RTRS’ representatives, namely Stefan Heinke, Lieven Callewaert and a team formed by certain RTRS Secretariat members (Marcelo Visconti, Laura Villegas and Daniel Kazimierski acting as one) shall give feedback, adopt positions and make statements within the framework of the Multi-Stakeholder Platform European Commission’s activities, upon prior approval of the RTRS Executive Board;
- (ii) such three representatives shall submit -by email- the relevant feedback, position and/or statement for the consideration of the Executive Board members;
- (iii) if no comments from the Executive Board members are received within 24 hours from the delivery of the abovementioned submission, the relevant feedback, position and/or statement shall be deemed approved by the Executive Board members; and
- (iv) if changes are requested by the Executive Board within 24 hours from the delivery of the abovementioned submission, the relevant feedback, position and/or statement shall be revised and resubmitted for the approval of the Executive Board members following the same procedure described in (ii) and (iii).



12. Any other business.

The Executive Board members request the Secretariat to keep the Executive Board updated by email on (i) the status of the European Union Outreach selection process, and (ii) the following steps of the “Beyond 2020” RTRS Strategy.

13. Closing.

The meeting is closed on Tuesday, April 14, 2020 at 18:00 CEST time.

Marina Born
RTRS President

Marcelo Visconti
Executive Director of RTRS