



## ROUND TABLE ON RESPONSIBLE SOY ASSOCIATION (RTRS)

UTOQUAI 29/31 | 8008 ZURICH, SWITZERLAND

### Minutes No. 168 of the Executive Board Physical Meeting held on

**Wednesday, February 12, 2020, 8:00 to 15:00, Sorriso, Brazil time** (in accordance with article 21, section [1] of the RTRS Statutes).

#### Agenda:

1. Approval of the Executive Board meeting minutes No. 167.
2. (a) January 2020 Key Performance Indicators (KPIs).  
(b) Priorities Update.  
(c) RTRS 2019 Highlights.
3. Approval of the RTRS Standard for Responsible Corn Production V1.0 and ancillary technical documents.
4. Request for a written resolution by the Members (in accordance with Articles 12.2 and 18 of RTRS Statutes) in order to approve the RTRS Standard for Responsible Corn Production V1.0 and ancillary technical documents.
5. Analysis of the removal of the regional alternative from the current blind trade option within the RTRS Trading Platform.
6. PCI Jurisdictional Approach for Responsible Soy Expansion Proposal.
7. Update on the Collaborative Soy Initiative: "latest developments of the CSI meeting held on January 20, 2020."
8. Conversion Factors project: approval of conversion factors and schematics.
9. Approval of (i) the deadline for Members and non-members to notify their attendance to the GA14; and (ii) the deadline for Participating Members to notify the delegation of the exercise of their voting rights by submitting the relevant Voting Ballot Sheet.
10. (a) Update on the situation of Members who presented a payment plan in order to settle their debts towards RTRS.  
(b) Approval of the suspension of Members who did not comply with their payment plan.
11. Approval of the revised version of the Accounting Guidelines.
12. Dairy Crest: approval of the use of the trading name "Saputo Dairy UK" on RTRS' marketing communications and the RTRS Trading Platform.
13. Approval of venue & date for the RT15: Frankfurt, Germany.
14. Update on RT15.
15. Logo proposal for the Standard for Responsible Corn Production.
16. Approval of the closing statement of the Zero Means Zero campaign.
17. Any other business.
18. Closing.



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### A. Introduction

The meeting of the Executive Board of Round Table on Responsible Soy Association (RTRS) starts on Wednesday, February 12, 2020 at 8:00 Sorriso, Brazil time.

#### Participants: RTRS Executive Board members:

- Marina Born, Caldenes S.A. (constituency: Producers): marina.engels@responsiblesoy.org
- Juliana de Lacerda Lopes, Amaggi (constituency: Producers): juliana.lopes@amaggi.com.br
- Maria Cristina Delicato, Associação Amigos da Terra – CAT Sorriso (constituency: Producers): cristinadelicato@terra.com.br. (Alternate for Anadir Regina Graça Paiva): dudypaiva@hotmail.com
- Gisela Regina Introvini, FAPCEN (constituency: Producers): giselaintrovini@hotmail.com
- Ulises Javier Martinez Ortiz, Fundación Vida Silvestre (constituency: Civil Society Organizations): ulises.martinez@vidasilvestre.org.ar
- Hernan Zunino, The Nature Conservancy (TNC) (constituency: Civil Society Organizations): hernan.zunino@tnc.org
- Oswaldo de Carvalho Junior, Earth Innovation Institute (constituency: Civil Society Organizations): ocarvalho@earthinnovation.org
- 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

#### RTRS Secretariat based in Buenos Aires:

- Marcelo Visconti, RTRS Executive Director: marcelo.visconti@responsiblesoy.org
- Laura Villegas, Communications Officer: laura.villegas@responsiblesoy.org
- Daniel Kazimierski, Technical Unit Officer: daniel.kazimierski@responsiblesoy.org
- Ana Laura Andreani, Technical Unit Analyst: ana.andreani@responsiblesoy.org

#### Special guests invited:

- Cid Sanches, RTRS External Consultant: cidsanches64@gmail.com
- Mabel Fernández, RTRS Financial External Consultant: mabelau.fernandez@gmail.com
- Will Schreiber, 3 Keel: will.schreiber@3keel.com





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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. 167.*

Minutes No. 167 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. 167 are approved (by consensus).”

2. *(a) January 2020 Key Performance Indicators (KPIs), (b) Priorities Update, and (c) RTRS 2019 Highlights.*

The January 2020 Key Performance Indicators are presented to the Executive Board members.

Firstly, according to estimates, 2019 will end with 4 million tons of RTRS certified soy produced, but it is remarked that the Secretariat is carrying out a revision process in order to confirm the final numbers.

However, a decrease in the production of certified soy might be expected mainly due to certain (i) Brazilian group of growers who withdrew from the certification during 2019, and (ii) smallholders that are withdrawing from the certification, for example in India.

Furthermore, in connection with the availability of RTRS credits, according to January 2020 KPIs, 2020 numbers show a decrease in stock, dropping from the 6 million credits registered at the beginning of 2019 to 4.5 million credits.

On another note, indicators show that sales during January 2020 have increased 54% in comparison with the same period in 2019 and also reached an increase of 48% until February 12, 2020 over the same period in 2019.

In connection with memberships, four organizations joined RTRS in 2020.

The Executive Board members further refer to the trip RTRS made to Japan in January 2020 and the meetings held with retailers, processors and traders, among others, in order to help them to meet the requirements set forth in the Tokyo 2020 Olympic and Paralympic Games Sustainable Sourcing Code, amongst other engagement activities carried out in such country.

Thereupon, an update on the June 2019-June 2020 priorities is presented.

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Regarding the European Outreach and Engagement position, it is informed that the recruitment process has moved forward positively, and it is expected to be completed in June 2020.

Thereupon, reference is made to the remaining priorities. The Executive Board members are informed that the "Beyond 2020" RTRS Strategy, the ISEAL membership application process, the RTRS Umbrella Story and the RTRS Conversion Factors System project are moving forward as planned.

Finally, the 2019 Highlights are presented. The 2019 performance is presented to the Executive Board members through financial metrics, which are showing outperforming results in comparison with statistics of previous years.

As far as the certification fees collection performance is concerned, the collection methodology should be reviewed in order to streamline the payment process and reduce risks and avoid delays in receiving payments.

In connection with the certification fees, and for the purpose of ensuring their proper collection, Juliana de Lavor Lopes suggests setting up a payment tracking system within the RTRS Trading Platform in order to ensure that final consumers can receive the RTRS certified material in their accounts and further make the relevant claims, only to the extent that (i) producers have already received the payment for the sale of such certified material; and (ii) RTRS has already received the payment of the corresponding certifications fees from these producers.

The Executive Board members are informed that a proposal with different options will be developed and presented in order to address the suggestion of Juliana de Lavor Lopes.

Jorn Jasper Schouten takes the floor and requests to analyze the possibility that buyers pay the certification fee when purchasing RTRS certified material through the RTRS Trading Platform.

It is suggested to distribute the analysis presented in Zurich in 2017, which confirms that due to current operational and legal reasons it is not possible that buyers pay the certification fee when purchasing RTRS certified material.

Juliana de Lavor Lopes and Marina Born suggest exploring other solutions aimed at overcoming the hurdles associated to fees collection, instead of investing money on analyzing again an alternative that was identified as not feasible.

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.

### 3. *Approval of the RTRS Standard for Responsible Corn Production V1.0 and ancillary technical documents.*

The status on the development of the RTRS Standard for Responsible Corn Production and auxiliary technical documents is presented.

Ulises Javier Martinez Ortiz takes the floor and asks if the Progressive Entry Level (PEL) of the RTRS Standard for Responsible Corn Production follows the criteria of the PEL for the RTRS Standard for Responsible Soy Production.

It is confirmed that RTRS followed the same criteria used for soy and it is further remarked that since there are certain indicators that represent new requirements for





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producers, RTRS decided not to include them as immediate compliance indicators, thus giving more time to producers to make the relevant adaptations.

Ulises Javier Martinez Ortiz suggests modifying the categorization of indicator 5.3 from "Mid-term minor compliance indicator (3 years)" to "Short-term compliance indicator (1 year)."

The Executive Board members further mandate the Secretariat to apply for the EU RED recognition in order to allow producers certified under the RTRS Standard for Responsible Corn Production to sell their production as EU RED compliant.

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

The RTRS Executive Board resolves the following:

- (i) "The RTRS Standard for Responsible Corn Production V1.0, including the modification on the categorization of indicator 5.3 from "Mid-term minor compliance indicator (3 years)" to "Short-term compliance indicator (1 year)," is approved (by consensus);" and
- (ii) "The ancillary technical documents of the RTRS Standard for Responsible Corn Production V1.0 are approved (by consensus)."

4. *Request for a written resolution by the Members (in accordance with Articles 12.2 and 18 of RTRS Statutes) in order to approve the RTRS Standard for Responsible Corn Production V1.0 and ancillary technical documents.*

After a brief exchange of views, the Executive Board members decide not to request a written resolution by the Members in order to approve the RTRS Standard for Responsible Corn Production V1.0 and ancillary technical documents.

Furthermore, the Executive Board members decide to submit the RTRS Standard for Responsible Corn Production V1.0 and ancillary technical documents for the approval of the 14<sup>th</sup> General Assembly Meeting that will take place on June 25, 2020 in Frankfurt, Germany.

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

The RTRS Executive Board resolves the following:

"The proposal to request a written resolution by the Members (in accordance with Articles 12.2 and 18 of RTRS Statutes) in order to approve the RTRS Standard for Responsible Corn Production V1.0 and ancillary technical documents is rejected (by consensus)."

5. *Analysis of the removal of the regional alternative from the current blind trade option within the RTRS Trading Platform.*

The Executive Board members are informed about the trading options within the RTRS Trading Platform and the performance of each of them in a context where sales are increasing.

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Focusing now on the regional alternative, it is further confirmed that such alternative is not influencing negatively in the performance of the blind trade option, since the number of blind trade operations are increasing proportionally to the increase of RTRS annual sales.

Jorn Jasper Schouten remarks that the removal of the regional alternative from the blind trade option would give the opportunity to non-Brazilian regions to sell their RTRS certified material, thus balancing opportunities and deconcentrating the demand, which is currently focused on Brazil.

Ulises Javier Martinez Ortiz supports Jorn Jasper Schouten's statement.

After a brief exchange of views, the Executive Board members agree on removing the regional alternative from the current blind trade option within the RTRS Trading Platform. Therefore, the Secretariat is requested to include this change within the next upgrade of the RTRS Trading Platform.

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.

### 6. *PCI Jurisdictional Approach for Responsible Soy Expansion Proposal.*

The PCI Jurisdictional Approach for Responsible Soy Expansion Proposal (the "Project") is presented.

The Executive Board members are informed that the objective of the Project is to enhance the sustainability performance within the municipalities of Planalto da Serra and Campos de Julio in Brazil, by creating and implementing a wide municipal sustainable development strategy, which will include:

- a. the development of a local governance model for both municipalities, with PCI stakeholders, local leaders, authorities and companies;
- b. collaborative work with other relevant supply chains' actors, such as cattle ranchers and smallholders, in order to address deforestation, increase the compliance against the Forest Code and reduce the risk in the territory; and
- c. the development of a municipal level assessment aimed at identifying deforestation drivers and degraded lands, for the purpose of facilitating the expansion of sustainable soy.

In this context, the Project will include the engagement with 50 farmers in Campos de Julio and Planalto da Serra in order to work together in reducing deforestation and increasing (i) soy farms' compliance against the Forest Code by end of 2021, and (ii) good agricultural practice standards, by introducing the RTRS certification within the scope of the Project, amongst other certifications schemes that farmers could voluntarily choose.

The Project involves PCI, Soft Commodities Forum and Aliança da Terra.

Oswaldo de Carvalho Junior takes the floor and remarks that the Project is still under development. He further comments that the current version of the proposal does not mention nor involves RTRS directly and stresses the fact that the approach of the Project is targeted towards upholding legality when speaking about deforestation, approach that differs from RTRS' zero deforestation and zero conversion scheme.





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Marina Born states that if the Project involves RTRS as a tool, RTRS should be willing to participate.

Stefan Heinke remarks that, although the fact that a strategy focused on legality is appropriate, it still leaves outside the scope certain deforestation issues. He further affirms that this is not the focus of RTRS, therefore, RTRS could be part and support the Project provided it promotes zero deforestation and conversion, instead of only promoting legal compliance.

Juliana de Lavor Lopes suggests waiting for a revised and final version of the proposal in order to decide how to support and participate in the initiative.

Stefan Heinke requests to formalize and regularize the participation of RTRS in the proposal development process, in order to be able to actually influence the discussions.

Oswaldo de Carvalho Junior also informs that the Project is focused on promoting the RTRS' Chain of Custody Standard.

Marcelo Visconti confirms that he will monitor the progress of the initiative together with the RTRS Brazilian External Consultant, Cid Sanches, and Oswaldo de Carvalho Junior, and he will inform the Executive Board members about its status.

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. *Update on the Collaborative Soy Initiative: "latest developments of the CSI meeting held on January 20, 2020."*

An update on the Collaborative Soy Initiative (the "CSI") and the latest developments of the CSI meeting held on January 20, 2020, is presented.

The Executive Board members are informed about the ongoing decisions and actions the CSI is taking in connection with its communication approach, and they are carefully informed about potential risks for RTRS in this regard. The Executive Board members are further asked for straightforward instructions to the RTRS Secretariat regarding RTRS' participation in the CSI.

Jorn Jasper Schouten confirms that the CSI should strengthen RTRS, thus meaning that the communication approach should be improved in order to avoid misinterpretations.

Juliana de Lavor Lopes remarks that the CSI is causing a lot of confusion amongst stakeholders globally and further comments that, currently, the initiative is not following the original objective that RTRS established within Syntegration, which was to strengthen the role of RTRS as a multi-stakeholder platform, and also to strengthen the information sharing and collaboration between all main certification standards (RTRS, Proterra, Danube, amongst others). She further affirms that the CSI is not delivering this message, therefore, it is creating confusion amongst stakeholders who are perceiving the CSI as a different organization.

Juliana de Lavor Lopes further suggests retaking a part of the original idea, namely, to promote information sharing and collaboration between the soy certification schemes and form a sounding board with the objective of working together within this decentralized market. Furthermore, she suggests rethinking the communication process, starting from (i) setting out the origin of the CSI, and (ii) achieving consensus within the main certification schemes about the fact that the CSI is a common ground where they

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can work together and broaden the market, with the help of a sounding board that can give ideas and facilitate discussions. In this context, each member of the group should state on their websites that they are working in collaboration with each other.

Ulises Javier Martinez Ortiz supports Juliana de Lavor Lopes' suggestions.

Stefan Heinke supports the approach aimed at positioning the CSI as an initiative that gathers the main soy certification schemes working together to boost the market and be aligned with the Amsterdam Declaration Partnership, which plays an important role at the public policy level.

Juliana de Lavor Lopes proposes to create a structure that could facilitate the interaction between the European External Consultants or Executive Directors of each of the main schemes, together with Peter de Koning from Amsterdam Declaration Partnership. Furthermore, this structure should envisage the possibility that -when something needs to be communicated- each organization publishes it on their own website, and if the services of certain agencies are needed to be retained for releasing specific statements, each organization pays a percentage of the relevant costs. Consequently, the governance structure of the CSI would be clear, thus preventing stakeholders from perceiving that a new entity is being created, rather than perceiving the CSI as a common approach aimed at strengthening the leading platforms in a precompetitive environment, supported by the IUCN, WWF, etc.

Stefan Heinke supports Juliana de Lavor Lopes' proposal.

Lieven Callewaert asks Juliana de Lavor Lopes to present this proposal to the CSI Steering Committee.

Jorn Jasper Schouten agrees to present this approach to the CSI Steering Committee, but he further remarks that the CSI strategy is already defined, so it is possible that the new proposal is not accepted. He further ascertains that RTRS should decide whether to support the CSI or to leave the initiative.

Juliana de Lavor Lopes confirms that she will prepare a formal proposal to be presented before the CSI Steering Committee during its next meeting in March 2020, and she informs that she will share the proposal with the rest of the Executive Board members in order to make the final adjustments before said meeting. She also stresses that a telephone call between Heleen van den Hombergh, from IUCN, member of the CSI Steering Committee and herself will take place in order to understand and share perspectives.

After a brief exchange of views, the Executive Board members agree to postpone the discussion on the definitions regarding the latest CSI developments until more clarity on this topic is reached.

The Executive Board members further agree on preparing a proposal based on Juliana de Lavor Lopes' suggested approach, which is aimed at conceiving the CSI as an initiative formed by certification standards and organizations representing public policies, such as the Amsterdam Declaration Partnership, and submit this proposal for the consideration of the CSI Steering Committee.

If the CSI Steering Committee does not agree with RTRS' proposal, they should submit their own proposal for the consideration of the RTRS Executive Board. If such proposal is not accepted by RTRS, RTRS should take a decision in connection with its participation in the CSI.





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The Executive Board members agree to postpone the discussions regarding the CSI communication strategy and the role of the CSI within the framework of the RT15 until RTRS' new proposal is defined, in order to have more clarity on the message that will be communicated.

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.

### 8. *Conversion Factors project: approval of conversion factors and schematics.*

Will Schreiber, representing 3Keel, a firm of sustainability advisors, presents a conversion factors type for RTRS based on an economic allocation model instead of the demand allocation one.

Furthermore, both types are presented, and their benefits and challenges are explained.

The economic allocation type is presented as the accurate approach to offer RTRS' stakeholders a fair way to ensure that soy supply needs are connected to product demand.

Regarding the soy footprint calculator, the Executive Board members are informed that it considers conversion factors for products, such as by-products, feed, and food. It is further confirmed that the economic inputs used for such calculator, specifically due to the use of the economic allocation approach, will be reviewed and updated on an annual basis if necessary, in order to guarantee the accuracy of the tool.

On another note, the Executive Board members are warned about one of the main outcomes of the research regarding the vulnerability of the current RTRS soy footprint calculator, which does not have a clear source of information and, consequently, a rationale to understand how the calculations are done.

A discussion about the RTRS Use of the Logo and Claims Policy takes place. Some Executive Board members stress the need to revise the current RTRS claim regarding conversion, which states that "*One credit is equivalent to one metric ton of responsible, non-GMO responsible, or non-Paraquat responsible soy or soy product (bean, meal, oil or others)*", and present new alternatives in this regard.

Lieven Callewaert suggests keeping the claims as they are provided for in the RTRS Use of the Logo & Claims Policy Version 4.1 and further suggests positioning the new RTRS soy conversion factors and soy footprint calculator as an additional tool.

Marina Born disagrees and remarks that, currently, certain claims need to be revised.

Marcelo Visconti takes the floor and remarks that the new RTRS conversion factors system is utterly important in terms of transparency and credibility for RTRS and stresses that the current methodology is not clear enough.

Furthermore, Marcelo Visconti asks the Executive Board to consider exercising RTRS' right to audit claims made by industry players in order to confirm if those claims are formulated in accordance with the RTRS Use of the Logo & Claims Policy V 4.1.

Thereupon, the Executive Board members are informed about the outcomes of the consultation rounds conducted during the RTRS Calculator Workshop held in December 2019 and January 2020, in Brussels and São Paulo respectively, in connection with the RTRS conversion factors system. Furthermore, they are informed that the proposal was considered acceptable by the large majority of participants.





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In this context, and foreseeing the possible impacts this change might have for RTRS' stakeholders and the market uptake of RTRS certified material, Marcelo Visconti additionally proposes to analyze the possibility of giving RTRS' stakeholders the option to adhere to this new RTRS conversion factors system, following an agreed progressive "implementation" period of, for example, 2 or 3 years.

Ulises Javier Martinez Ortiz supports this idea, taking into consideration the possible impact that this new RTRS conversion factors system may have on the uptake of RTRS certified material, in terms of the availability.

Juliana de Lavor Lopes ascertains that the conversion factors model based on an economic allocation approach represents the reality of the soy market and soy equivalencies.

Lieven Callewaert and Jorn Jasper Schouten welcome the proposal but ask for extra time to analyze the information and the suggested approach.

With regards to the development of the RTRS soy footprint calculator and the decision on how to use it, Juliana de Lavor Lopes suggests using both existing conversion factors models: (i) the model based on the demand allocation approach, and (ii) the economic model, based on the economic allocation approach. Consequently, users would be able to choose between these two options.

Ulises Javier Martinez Ortiz and Marina Born support Juliana de Lavor Lopes' suggestion.

Juliana de Lavor Lopes further suggests leaving the decision on these alternatives to the industry and proposes that such decision should be informed in the RTRS Annual Progress Reports. Stefan Heinke agrees with Juliana de Lavor Lopes.

On another note, Juliana de Lavor Lopes suggests positioning the RTRS soy footprint calculator as a source of information and reference, but not as mandatory nor exclusionary instrument, thus allowing users to choose other sources or tools, which should be properly informed.

Will Schreiber confirms that if the RTRS conversion factors and schematics are approved during the week commencing on February 17, 2020, the RTRS soy footprint calculator could be finished during the first week of March 2020, but this is subject to the approval by the Executive Board members.

As consensus regarding the approval of 3Keel's proposal could not be reached, Marina Born initiates the voting process at the constituency level. Since the simple majority of affirmative votes has not been reached within the Industry, Trade and Finance constituency, a second voting process is conducted within such constituency to determine whether its members desire to exercise their veto power or not. After the second voting, Marcelo Visconti confirms that the Industry, Trade and Finance constituency by simple majority has decided to exercise its veto power and, consequently, the resolution is rejected. The votes in favor of the exercise of the veto power were cast by Lieven Callewaert and Jorn Jasper Schouten.

Lieven Callewaert from Alliance4Soy expresses that his vote against passing the resolution under analysis is based on the fact that further discussions within the companies of the Alliance4Soy group is needed. He further states that he will come back





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to the Executive Board members with an official position from Alliance4Soy during the week commencing on February 17, 2020.

The RTRS Executive Board resolves the following:

“The proposed conversion factors and schematics are rejected (as a result of the exercise of the veto power by the Industry, Trade and Finance constituency).”

9. *Approval of (i) the deadline for Members and non-members to notify their attendance to the GA14; and (ii) the deadline for Participating Members to notify the delegation of the exercise of their voting rights by submitting the relevant Voting Ballot Sheet.*

The Executive Board members propose to set both deadlines on June 19, 2020.

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

The RTRS Executive Board resolves the following:

(i) “The deadline for Members and non-members to notify their attendance to the GA14 shall be June 19, 2020;” and

(ii) “The deadline for Participating Members to notify the delegation of the exercise of their voting rights by submitting the relevant Voting Ballot Sheet shall be June 19, 2020 (by consensus).”

10. (a) *Update on the situation of Members who presented a payment plan in order to settle their debts towards RTRS; and (b) Approval of the suspension of Members who did not comply with their payment plan.*

An update on the situation of Members who presented a payment plan in order to settle their debts towards RTRS is presented.

It is confirmed that, out of the four Members who presented a payment plan, three complied with the proposed schedule as agreed.

With regards to Corteva Agriscience, the Member who did not comply with the proposed payment plan, the Executive Board members are informed that such Member has communicated to the RTRS Secretariat its intention to withdraw from membership. In this context, the Executive Board members agree to (i) avoid the process of suspension and further expulsion of Corteva Agriscience; and (ii) write off of Corteva Agriscience’s debt.

The RTRS Executive Board resolves the following:

(i) “The suspension of Corteva Agriscience is rejected (by consensus).”

(ii) “The write off of Corteva Agriscience’s debt is approved (by consensus).”

11. *Approval of the revised version of the Accounting Guidelines.*

The revised version of the Accounting Guidelines is presented. This document (i) outlines the structure behind each of RTRS’ areas, (ii) describes the functions and responsibilities of each of RTRS’ employees, (iii) details the delegation of duties scheme;

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and (iv) sets forth the way bank transactions and other processes must be carried out, among others.

The proposed changes are reviewed, including the idea to set a fixed cap per Executive Board member within the annual budget in order to afford all necessary expenses, such as their participation in RTRS' events, travels, accommodation, visas, etc.

The Executive Board members agree not to include the proposed fixed cap per Executive Board member within the annual budget for expenses.

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

The RTRS Executive Board resolves the following:

"The revised version of the Accounting Guidelines -without including a cap per Executive Board member within the annual budget for expenses- is approved (by consensus)."

*12. Dairy Crest: approval of the use of the trading name "Saputo Dairy UK" on RTRS' marketing communications and the RTRS Trading Platform.*

The Executive Board members are informed that Dairy Crest has requested the use of the trading name "Saputo Dairy UK" on RTRS' marketing communications and the RTRS Trading Platform.

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

The RTRS Executive Board resolves the following:

"The use of the trading name "Saputo Dairy UK" on RTRS' marketing communications and within the RTRS Trading Platform is approved (by consensus)."

*13. Approval of venue & date for the RT15: Frankfurt, Germany.*

After a brief exchange of views, the Executive Board members agree to hold the RT15 in Frankfurt, Germany, on June 24 and 25, 2020.

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

The RTRS Executive Board resolves the following:

"The RT15 shall be held in Frankfurt, Germany, on June 24 and 25, 2020 (by consensus)."

*14. Update on RT15.*

An update on possible topics, panels, sessions and speakers for the RT15 is presented.

The Executive Board members specially stress the need to count with government representatives from Europe, Asia and Latin America and request to analyze the possibility of having European Commission representatives on certain panels.

Furthermore, the Executive Board members suggest including the topic "climate change" on the RT15 agenda and carry out a session on innovation and technology during the meeting.





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The idea of having young generations represented at the meeting is also supported by Executive Board members.

After a brief exchange of views, the Executive Board members decide to move to the next item in the agenda.

### *15. Logo proposal for the Standard for Responsible Corn Production.*

The logo proposal for the RTRS Standard for Responsible Corn Production is presented.

Out of the two visual options attached as Annex #15 to the agenda for this meeting, the Executive Board members choose graphic No. 2, following the "add on" concept.

The Executive Board members further request the Secretariat to develop a broaden logo proposal including a logo for the soy standard as well, within the framework of a new logo system for RTRS' certifications.

Furthermore, the Executive Board members ask to have the names of the crops in the logos, using the languages of the consumer countries where RTRS' logos are used.

The Executive Board members agree that the new proposal will be presented during next Executive Board meeting.

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.

### *16. Approval of the closing statement of the Zero Means Zero campaign.*

The closing statement of the Zero Means Zero campaign is presented.

The Executive Board members are informed about the updated version of the statement that was approved during the Executive Board meeting held on December 10, 2019, subject to the confirmation of the official source of the figures on the Cerrado.

Taking into consideration that the abovementioned source and certain additional statistics could not been accurately confirmed by RTRS, the closing statement of the Zero Means Zero campaign suffered a few minor changes, therefore, the approval of the Executive Board members is needed before the release.

Furthermore, the Executive Board members are informed that the closing statement of the Zero Means Zero campaign, if approved, will be released during the week commencing on February 20, 2020, via (i) RTRS' website, (ii) email, and (iii) social media.

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

The RTRS Executive Board resolves the following:

"The closing statement of the Zero Means Zero campaign is approved (by consensus)."

### *17. Any other business.*

The Executive Board members decide to discuss about the invitation made by the European Commission for RTRS to become a member of the Multi-stakeholder Platform on Protecting and Restoring the World's Forests (the "Platform").

Handwritten signatures: YBE and JFS



## ROUND TABLE ON RESPONSIBLE SOY ASSOCIATION (RTRS)

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It is explained that the application requires to decide in which working group RTRS will participate and who will represent RTRS during the relevant online and physical meetings.

The Executive Board members ask for an official recommendation from H&K, the public affairs communication agency that assists RTRS.

It is confirmed that the analysis will be distributed before the deadline for sending the application (March 10, 2020).

Since no further comments or questions are posed on the subject, the Executive Board members decide to move to another topic.

The Executive Board members are informed that the RTRS certification in Mozambique has been discontinued in 2019, due to the lack of support to afford the certification process.

With this fact in mind, it is proposed that RTRS develops a plan that can facilitate the conditions for smallholders globally, but specially in Africa, China and India, in order to uphold the RTRS certification. This plan should include an engagement approach with the industry sector aimed at involving the demand within the process of fostering smallholders' sustainable production.

The Executive Board members support the idea and ask for a formal proposal from the Secretariat.

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

The Executive Board members, Marcelo Visconti and Mabel Fernandez have a brief discussion about the candidates for the European Outreach and Engagement Manager position, which is currently vacant.

### 18. Closing.

The meeting is closed on Wednesday, February 12, 2020 at 18:00 Sorriso, Brazil time.

Marina Born

RTRS President

Marcelo Visconti

Executive Director of RTRS