

HCSA MEMBERSHIP REQUIREMENTS REVIEW – HCSA-MR-001 Version 1

HCSA Requirements, Indicators and Means of *Verification* for *applicants* and members.

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Scope

The following set of Eligibility and Code of Conduct Requirements, Indicators and Means of *Verification* apply to each respective membership categories and the entire *operations* of the organisation that applied for and maintains a membership of the High Carbon Stock Approach.

Purpose

This document lists the current Eligibility Requirements that organisations must meet to be eligible for membership (shown using the formula E.# and in bolded text), and Code of Conduct Requirements that organisations must meet to remain a member (shown using the formula C.# and in bolded text), as per the HCSA Membership Requirements and Code of Conduct document version 2 – 20/ 12/2016. The alphabets following the Eligibility Requirement (E#.X) and Code of Conduct Requirement (C#.X) denotes specific requirements for: A – *Plantation Companies*, B – *Commodity Users*, C – *Non-governmental Organisations*, D – *Technical Support Organisations*, E – *Smallholders/Farmer Support Organisations*. The Membership Committee has not proposed amendments to the current membership Eligibility and Code Of Conduct Requirements as the scope of Phase I of the Membership Requirements Review outlined in the Terms of Reference was restricted to developing Indicators and Means of *Verification* that may be used by the HCSA to assess eligibility and evaluate compliance of members in all membership categories.

Members are expected to comply with requirements that apply to their organisation, irrespective of their chosen membership category e.g. *Commodity Users* often have *plantation companies* as part of their business portfolio and therefore would apply the *Plantation Companies* requirements to those parts of the business.

The Indicators for the membership eligibility requirements (shown using IND and this formula E#.#) will be used as a basis of decisions made to approve new members. The Means of *Verification* (shown using MOV); are the means by which an evaluation of compliance with the indicators will be assessed. The HCSA Membership Committee with the support of the HCSA secretariat, and ultimately the HCSA Executive Committee, are currently responsible for conducting the Eligibility Requirement evaluations of HCSA member *applicants*. The HCSA secretariat will be responsible for conducting the Code of Conduct evaluations of HCSA members. The TIMELINE is the time, or date by which compliance with the indicator must be met.

All terms in italics are defined in [Annex I: Glossary](#). All references of HCSA member categories and non-generic usage of the organisational types are in capital case.

It is proposed that if the Eligibility Requirements’ Indicators and Means of *Verification* are not met, a membership application will not be approved by the HCSA Membership Committee.

It is proposed that all Code of Conduct Indicators are mandatory. The consequences of not meeting the Code of Conduct requirements; not being able to demonstrate compliance with the Indicators via the prescribed Means of *Verification*; are outlined in a separate Performance Evaluation System document.

For the purpose of this document, wherever HCSA is mentioned, this refers to the HCSA secretariat.

References

List of documents referenced:

- [Terms of Reference: HCSA Membership Requirements Review 2019-2020](#)
- [HCSA Membership Requirements Framework for Phase 1](#)
- [Application of HCSA SG Membership Globally](#)
- [HCSA SG Membership Document](#)

Planned Review and Revision Cycle

5 years

Effective Date

TBC

Abbreviations

EC: Executive Committee

FPIC: Free, Prior and Informed Consent

GIS: Geographic Information System

HCS: High Carbon Stock

HCV: *High Conservation Value*

HCVRN: *High Conservation Value Resource Network*

ICLUP: *Integrated Conservation Land Use Plan*

ND: No Deforestation policy

NDPE: No Deforestation, No Peatland and No Exploitation

HCSA Membership Eligibility Requirements

Eligibility Requirement
E.1. Public commitment to halt deforestation and to implement the <i>High Carbon Stock Approach</i> .
Plantation Companies
<p>E.1.A. Public commitment to halt deforestation and to implement the <i>High Carbon Stock Approach</i>.</p> <p>IND:</p> <p>E.1.A.1. There must be a global <i>organisational public</i> commitment to halting deforestation whilst <i>respecting human rights</i> for all applicable commodities and regions. NB: A list of applicable commodities and regions can be found on the HCSA website.</p> <p>E.1.A.2. There must be a public commitment to protect <i>High Conservation Value</i> (HCV) areas and High Carbon Stock (HCS) forests whilst <i>respecting human rights</i> through the implementation of the HCS Approach.</p> <p>E.1.A.3. There must be a public commitment to an immediate <i>moratorium</i> on clearance of <i>potential High Carbon Stock forests</i> until the HCS Approach can be applied to all development areas.</p> <p>E.1.A.4. There must be a commitment to not link in any way the HCS Approach with project-level carbon trading (excluding government mandated carbon related submissions and registrations).</p> <p>E.1.A.5. There must be a public anti-corruption/ethical policy.</p> <p>*Organisational commitments apply:</p> <ul style="list-style-type: none"> ▪ across its operations; ▪ throughout its supply chains; ▪ in operations of investments, regardless of shareholding; ▪ for commodities and regions where the HCSA is, or could be, applied. <p>MOV 1: Applicant must submit to the HCSA links to all policies, public commitments and relevant public statements, e.g. No Deforestation policy, No Deforestation, No Peatland and No Exploitation (NDPE) policy, company forests, environment, social and human rights policies, public commitments to implement HCSA, anti-corruption/ethical policy.</p> <p>MOV 2: Applicant must submit to the HCSA a written commitment to the HCSA on not linking HCSA to project-carbon trading (excluding government mandated carbon related submissions and registrations).</p> <p>TIMELINE: Available at the date of application.</p>
Commodity Users
<p>E.1.B. Public commitment to halt deforestation and to implement the HCS Approach for commodities at risk of driving deforestation in their supply chains.</p> <p>IND:</p> <p>E.1.B.1. There must be a global <i>organisational public</i> commitment to halting deforestation whilst <i>respecting human rights</i> for all applicable commodities and regions. NB: A list of <i>applicable commodities</i> and regions can be found on the HCSA website.</p> <p>E.1.B.2. There must be a public commitment to protect <i>High Conservation Value</i> (HCV) areas and High Carbon Stock (HCS) forests whilst <i>respecting human rights</i> through supporting the implementation of the HCS Approach.</p> <p>E.1.B.3. There must be a public commitment to an immediate <i>moratorium</i> on clearance of <i>potential High Carbon Stock forests</i>.</p> <p>E.1.B.4 There must be a commitment to not link in any way the HCS Approach with project-level carbon trading (excluding government mandated carbon related submissions and registrations).</p> <p>E.1.B.5. There must be a public anti-corruption/ethical policy.</p> <p>*Organisational commitments apply:</p> <ul style="list-style-type: none"> ▪ across its operations; ▪ throughout its supply chains; ▪ in operations of investments, regardless of shareholding; ▪ for commodities and regions where the HCSA is, or could be, applied. <p>MOV 1: Applicant must submit to the HCSA links to all policies, public commitments and relevant public statements, for example, inter alia: e.g. NDPE policy, forests, environment, social and human rights policies, public commitments to implement HCSA, anti-corruption/ethical policy.</p> <p>MOV 2: Applicant must submit to the HCSA a written commitment addressed to the HCSA on not linking HCSA to project-carbon trading (excluding government mandated carbon related submissions and registrations).</p> <p>TIMELINE: Available at the date of application.</p>
Non-Governmental Organisations
<p>E.1.C. Public commitment of support for the implementation of the High Carbon Stock Approach to halt deforestation in global forest-risk supply chains.</p> <p>IND:</p> <p>E.1.C.1. There must be a public commitment to support the implementation of the HCSA available on their global website.</p> <p>E.1.C.2. There must be a commitment to not link in any way the HCS Approach with project-level carbon trading.</p>

MOV 1: Applicant must submit to the HCSA links to all relevant policies, reports, commitments and/or public statements.

MOV 2: Applicant must submit to the HCSA a written commitment, addressed to the HCSA on not linking HCSA to project-carbon trading (excluding government mandated carbon related submissions and registrations).

TIMELINE: Available at the date of application.

Technical Support Organisations

E.1.D. Public commitment of support for the implementation of the *High Carbon Stock Approach* to halt deforestation in global forest-risk supply chains.

IND:

E.1.D.1. There must be a public commitment to support the implementation of the HCSA available on their global website.

E.1.D.2 There must be alignment with No Deforestation commitments, and a direct reference to the implementation of the HCSA where relevant, in sample or specific benchmark text for policies and policy implementation plans provided to their clients that are *plantation companies* or *commodity users*.

E.1.D.3. There must be a commitment to not link in any way the HCS Approach with project-level carbon trading within any advisory projects.

MOV 1: Applicant must submit to the HCSA links to all policies, commitments, and relevant public statements.

MOV 2: Applicant must submit to the HCSA *sample benchmark text* and specific policy commitments provided to their clients that are *plantation companies* or *commodity users*.

MOV 3: Applicant must submit to the HCSA a written commitment on not linking HCSA to project-carbon trading (excluding government mandated carbon related submissions and registrations), within any advisory projects.

TIMELINE: Available at the date of application.

Smallholder/Farmer Support Organisations

E.1.E. Public commitment to support smallholder/farmers to implement the HCS Approach for smallholders.

IND:

E.1.E.1 There must be a public commitment to support its members to achieve no deforestation production practices via the implementation of the HCSA simplified approach for smallholders, as per “Simplified Approach to Identify, Manage and Monitor HCVs and HCS forest – A Practical Checklist for Smallholders”.

MOV 1: Applicant must submit to the HCSA links, e-mail or written communication sent to HCSA of all policies, commitments, and relevant public statements.

TIMELINE: Available at the date of application or within an agreed timeframe once the *Simplified Approach* is made available.

Eligibility Requirement

E.2. *Active implementation* of the HCS Approach across their *operations* / development areas.

Plantation Companies

E.2.A. *Active implementation* of the HCS Approach across their *operations*/ development areas.

IND:

E.2.A.1 There must be no evidence of *planned, potential or active deforestation* of *potential High Carbon Stock Forests* in any of their *operations*/development areas in any commodity or region.

MOV 1: *Applicant* must submit spatial data to the HCSA identified and established *conservation areas* including HCS forest areas in HCSA members development areas and *landbanks* for HCSA internal monitoring system.

MOV 2: *Applicant* must submit to the HCSA written commitment of no expansion or new development, or evidence of completed peer reviewed stand-alone and/or Integrated HCV-HCS assessments¹ for all new development areas involving landcover change from potential HCS forest to other land cover.

TIMELINE: HCSA internal monitoring system will be used to verify the absence or presence of *planned, potential or active deforestation* after the approval of membership and integration of submitted spatial data.

*Note: Submission of evidence of *planned, potential or active deforestation* after the *cut-off date* in their published policies by the *applicant* with explanations of the causes of any deforestation of *potential High Carbon Stock Forests* by other parties or natural events, should be available at the date of application.

IND:

E.2.A.2. The [HCSA Toolkit](#) must be applied for any development area that will undergo land cover change from potential HCS forest to other land cover.

MOV 1: *Applicant* must submit to the HCSA status report on the status of HCSA toolkit implementation across their *operations* and development areas at the date of application. See [Annex II: Status Report for Plantation Companies and Investment Holdings](#).

TIMELINE: Available at the date of application.

Technical Support Organisations

E.2.D. Demonstrated technical expertise in HCS Approach implementation and/or relevant fields.

IND:

E.2.D.1 The organisation must be a HCSA Registered Practitioner Organisation and/or conducts HCSA training and/or has staff qualified to carry out Integrated HCV-HCSA Assessments and/or is a HCSA peer reviewer and/or advise stakeholders in halting deforestation including the application of HCSA.

E.2.D.2 The organisation must not carry out any HCS/Integrated HCV-HCS assessments without submission to the quality review process for Integrated HCV-HCSA Assessments and/or stand-alone HCSA assessments and/or other quality assurance procedure as determined by the HCSA.

MOV 1: Link to HSCA website for Registered Practitioner Organisations or *applicants* must submit to the HCSA evidence of being an approved HCSA Training Provider or list of satisfactory stand-alone HCSA Assessments/ Integrated HCV-HCS Assessments or evidence that all assessments conducted were submitted to HCSA/HCVRN for peer reviews, plus submission of CVs for registered practitioners, demonstrating expertise relating to HCSA and no deforestation.

TIMELINE: Available at the date of application.

¹ From November 2017, HCVRN Licensed Assessors must be hired to conduct integrated HCV-HCSA assessments.

Eligibility Requirement

E.3. It is a requirement for membership that this category of companies makes public maps of *operations*, including *plantations*, forest cover, HCS forest protected and HCV areas, mills, refineries and factories, including through submitting these as shapefiles to the HCSA and the World Resources Institute (WRI) database. Best available maps of peatland will be submitted. These maps are for reference use only.

Plantation Companies

E.3.A. It is a requirement for membership that this category of companies make public maps of *operations*, including *plantations*, forest cover, HCS forest and HCV areas, mills, refineries and factories, including through submitting these as shapefiles to the HCSA and to the WRI database. Best available maps of peatland will be submitted. These maps are for reference use only.

IND:
E.3.A.1. The organisation must publish and provide to the HCSA maps of *operations*, including boundaries of existing *landbanks*, development areas and/or final permit areas, existing planted areas, identified HCS forests, *conservation areas* for set-aside HCS forests and HCV areas.

MOV 1: *Applicant* must submit to the HCSA shapefiles made public on own website or publicly available at the WRI database.

MOV 2: *Applicant* must submit shapefiles to the HCSA.

TIMELINE: Available at the date of application.

IND:
E.3.A.2. The organisation must provide to the HCSA, best available maps of peatlands (planted and unplanted) and HCV areas (delineated by HCV categories if available), land cover and mills, for the HCSA internal monitoring system. It is not a requirement for these maps to be shared to a public database and exceptions allowed for confidential data not approved for release by communities or maps of known habitat of threatened species facing poaching.

MOV 1: *Applicant* must submit to the HCSA shapefiles.

MOV 2: *Applicant* must submit to the HCSA shapefiles for peatlands (planted and unplanted) and HCV areas (delineated by HCV categories if available), land cover, and mills submitted to HCSA for internal use only.

TIMELINE: Available at the date of application.

Non-Governmental Organisations

E.3.C.1. Non-Government Organisations that have legal ownership or lease rights on land that involves clearing natural forests in carrying out their business *operations* should provide maps of boundaries of these existing *landbanks*, including *plantation development areas*, High Carbon Stock forest cover, HCV areas, new permit areas subject to land use allocation administrative procedures, other land cover classes (e.g. roads, water bodies and settlements), mills and peatland for the HCSA internal monitoring system.

MOV 1: *Applicant* must submit to the HCSA shapefiles.

TIMELINE: Available at the date of application.

Eligibility Requirement

E.4. All members must demonstrate a commitment to constructively work towards achieving no deforestation and active support of the HCS Approach.

Plantation Companies

E.4.A. There must be a demonstrated commitment to constructively work towards achieving no deforestation and active support of the HCS Approach.

IND:
 E.4.A.1. *Applicant* must submit to the HCSA a *forward looking* HCSA implementation plan for *global supply chains and investments*.
MOV 1: *Applicant* must submit to the HCSA *forward looking plan* which details plan to advocate for the global adoption and implementation of the HCS Approach. See [Annex III: Status Report and Forward Looking Implementation Plan for Suppliers in The Global Supply Chain](#).
TIMELINE: Available at the date of application.

Commodity Users

E.4.B. All members must demonstrate a commitment to constructively work towards achieving no deforestation and active support of the HCS Approach.

IND:
 E.4.B.1 There must be an *eligibility status report* that reports on the commitment and the plan to actively implement the *moratorium* and/or HCSA toolkit across the *Commodity User's* supply chain and investments.
MOV 1: *Applicant* must submit to the HCSA an *eligibility status report* to the HCSA on the status of a *moratorium/or* and the planned *active implementation* of HCSA toolkit. See [Annex IV: Eligibility Status Report for Commodity User](#) Template.
TIMELINE: Available at the date of application.

Non-Governmental Organisations

E.4.C. All members must demonstrate a commitment to constructively work towards achieving no deforestation and active support of the HCS Approach.

IND:
 E.4.C.1 There must be a submission of a *forward-looking plan* to constructively work towards achieving no deforestation and active support of the HCS Approach.
MOV 1: *Applicant* must submit to the HCSA where possible prior notification of any information or data regarding of *potential deforestation* of potential HCS forests into the respective members *operations, global supply chains* and investments.
MOV 2: *Applicant* must submit to the HCSA evidence of collaborative work that contributes to implementation of [HCSA Toolkit](#) on the ground/protection of HCS forest/rehabilitation or restoration of HCS forest.
MOV 3: *Applicant* must submit to the HCSA *forward looking plan* which details plan to advocate for the global adoption and implementation of the HCS Approach. See [Annex VI: Status Report and Forward Looking Implementation Plan for Non-Governmental Organisations](#) template.
TIMELINE: Available at the date of application.

Technical Support Organisations

E.4.D. All members must demonstrate a commitment to constructively work towards achieving no deforestation and active support of the HCS Approach.

IND:
 E.4.D.1. There must be a submission of an *eligibility status report* that reports on the commitment and the plan to constructively work towards achieving no deforestation and active support of the HCSA.
MOV 1: *Applicant* must submit to the HCSA an *eligibility status report* that includes increasing efficiency and effectiveness of the technical support services to the HCSA and its members; Scaling up uptake of HCSA implementation within its client base and external parties associated with deforestation. See [Annex VIII: Eligibility Status Report for Technical Support Organisations](#) template.
TIMELINE: Available at the date of application.

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HCSA Membership Code of Conduct Requirements

Code of Conduct Requirement
<p>C.1. Members in <i>plantations</i> and commodity sectors will actively implement the <i>HCS Approach</i> across their own <i>operations</i>, in their supply chains and in <i>investment holdings</i> regardless of stake. In cases where implementation is not currently possible, a full <i>moratorium</i> must be in place for <i>potential high carbon stock forest</i> areas.</p>
<p>Plantation Companies</p>
<p>C.1.A. <i>Plantation Companies</i> will actively implement the <i>HCS Approach</i></p> <p>a. <u>Across their own operations</u>;</p> <p>IND:</p> <p>C.1.A.1. There must be a <i>moratorium</i> on clearance of <i>potential HCS forests</i> in their own <i>operations</i>.</p> <p>MOV 1: Submission of a progress report to the HCSA demonstrating a full <i>moratorium</i> continues to be in place for <i>potential HCS forests</i> in their own <i>operations</i> and <i>plantation development areas</i>. See Annex II: Status Report for Plantation Companies and Investment Holdings.</p> <p>MOV 2: Organisations provide updated <i>spatial data</i> to the HCSA showing boundaries of current <i>landbanks</i>, including <i>plantation development areas</i>, planted areas, and extent of HCS forests, <i>HCV</i> areas, peatlands for the HCSA internal monitoring system for the exclusive use of the HCSA technical experts, assigned by the HCSA EC.</p> <p>TIMELINE: Submitted by end January each year if there is any change to the <i>landbanks</i>.</p> <p>IND:</p> <p>C.1.A.2. For any <i>plantation development area</i> in their own <i>operations</i> that requires land cover change from <i>potential HCS forest</i> to other land cover, the HCSA Toolkit must be applied.</p> <p>MOV 1: Submission of a progress report to the HCSA on the status of HCSA Toolkit implementation across their own <i>operations</i> and <i>plantation development area</i>. See Annex II: Status Report for Plantation Companies and Investment Holdings.</p> <p>TIMELINE: Submitted by end January each year.</p> <p>IND:</p> <p>C.1.A.3: There must be a grievance mechanism aligned with the UN Guiding Principles on Business and Human Rights in place to respond to, and address, grievances arising from the implementation of HCSA in its own <i>operations</i>.</p> <p>MOV 1: Publicly available grievance mechanism.</p> <p>MOV 2: List of submitted grievances against the implementation of HCSA and/or <i>moratorium</i>, and a summary of follow up action.</p> <p>TIMELINE: Submitted by end January each year.</p> <p>b. <u>In their supply chains</u>;</p> <p>IND:</p> <p>C.1.A.4. <i>Plantation Companies</i> who are also <i>processors</i> and/or <i>traders</i> must have contractual requirements (or equally binding commitments) in place with <i>direct suppliers</i> to cascade the <i>active implementation</i> of the <i>HCS Approach</i> for any <i>plantation development area</i> that requires land cover change from <i>potential HCS forest</i> to other land cover in <i>landbanks</i> and <i>plantation development areas</i> in their own <i>operations</i>, <i>processors</i> and <i>raw material producers</i> in their <i>global supply chain</i>. Alternatively, the <i>suppliers</i> are demonstrating a <i>moratorium</i> on conversion of <i>potential HCS forests</i>.</p> <p>MOV 1: Submission of a progress report that details the percentage of signed contractual commitments with their <i>direct suppliers</i> that are <i>processors</i> and <i>raw material producers</i> in their <i>global supply chain</i>. The contractual commitments require compliance with HCSA member companies' ND or NDPE policies through <i>active implementation</i> of the HCSA Toolkit for any <i>plantation development area</i> that requires land cover change, declaring and enforcing a <i>moratorium</i> on clearance of <i>potential HCS forests</i>, across the <i>landbanks</i> of their <i>direct suppliers operations</i>, in addition to the <i>landbanks</i> of all <i>raw material producers</i> supplying <i>processors</i> with <i>upstream processing facilities</i>. See Annex III: Status Report and Forward Looking Implementation Plan for Suppliers in The Global Supply Chain.*</p> <p>* A procedure needs to be developed to take into account reporting on futures trading and other related contracts.</p> <p>Target for submission:</p> <ul style="list-style-type: none"> ▪ Within six months to have contractual commitments with a minimum of 90% of existing <i>direct suppliers</i> excluding <i>independent smallholders</i>; ▪ within a further 6 months to have contractual commitments with the remaining 10% of existing <i>direct suppliers</i>; and ▪ any new <i>suppliers</i>, must have signed contractual commitments to comply with HCSA member companies' ND or NDPE policies enforcing a <i>moratorium</i> on clearance of <i>potential HCS forests</i> across their <i>landbanks</i>, or implementation of the HCSA Toolkit for any <i>plantation development area</i> that requires land cover change from <i>potential HCS forest</i> to other land cover. NB: A procedure needs to be developed to describe how <i>active implementation</i> of the HCSA will be advanced with <i>independent smallholders</i>. <p>MOV 2: Submission of a progress report providing evidence from <i>due diligence</i> and <i>verification</i> processes that all <i>raw material producers</i> supplying <i>upstream processing facilities</i> in <i>global supply chains</i> are identified, mapped, monitored and assessed using remote sensing and/or audited via field checks to identify deforestation of <i>potential HCS forest</i>, or development of peatland, or verify compliance with HCSA member companies' ND or NDPE policies.</p> <p>MOV 3: Evidence of efforts taken to actively protect HCS forest within its <i>suppliers'</i> concession area, through reports or other information provided by the <i>suppliers</i>.</p> <p>TIMELINE: Submission of progress reports and evidence by end January each year.</p>

IND:

C.1.A.5. *Suppliers* lists must be maintained for the previous calendar year, including names of supplying *processors* and *raw material producers* in *global supply chains*.

MOV 1: *Suppliers* list.

TIMELINE: Annual submission by end January each year. See [Annex III: Status Report and Forward Looking Implementation Plan for Suppliers in The Global Supply Chain](#).

IND:

C.1.A.6. *Spatial data* must be maintained of the current *landbanks* of all *raw material producers* in *global supply chains*.

MOV 1: Organisations submit to HCSA or ensure *spatial data*, including boundaries of *landbanks* and *plantation development areas*, is made available for exclusive use by the HCSA secretariat technical experts, assigned by the EC, and its internal monitoring system.*

MOV 2: Organisations review and confirm *plantation development areas* and current *landbank* of *raw material producers* in their *global supply chains* detailed in the member specific supplier *spatial data* compiled by the HCSA secretariat technical experts in its HCSA internal monitoring system.*

*Compliance with MOV 1 and 2 is dependent on the development of a procedure for providing this information and to maintain the anonymity of the entries as well as ensuring that no other parties have access to the HCSA database. The database will be populated with contributions from all of the membership categories. It is further acknowledged that the quality of data entries may be variable for the first 6 months whilst there is a transition to the reporting required in [Annex III: Status Report and Forward Looking Implementation Plan for Suppliers in The Global Supply Chain](#).

TIMELINE: Annual submission. Maps and *spatial data* updated by end January each year.

IND:

C.1.A.7. There must be the implementation of an ongoing deforestation monitoring, alert and response system to assess if *suppliers* are upholding commitments to a *moratorium* on the clearance of HCS forests and/or the *active implementation* of the *HCS Approach* and respond to identified breaches.

MOV 1: Demonstration of monitoring, alert and response system to HCSA.

TIMELINE: Ongoing monitoring system. Demonstrations of use by end January each year.

IND:

C.1.A.8. There must be the implementation of a non-compliance protocol and system for addressing breaches of *moratorium*, or failures to implement the *HCS Approach* in *landbanks* of *raw material producers* in *global supply chains*.

MOV 1: A documented non-compliance protocol and system.

MOV 2: List of breaches and description of how they have been addressed in line with the non-compliance protocol.

TIMELINE: Annual submission by end January each year.

c. *In investment holdings* regardless of stake.

IND:

C.1.A.9. There must be a *moratorium* on clearance of *potential HCS forests* in *investment holdings*.

MOV 1: Submission of progress report demonstrating a full *moratorium* is in place for *potential HCS forests* in their *investment holdings* and *plantation development areas*. See [Annex II: Status Report for Plantation Companies and Investment Holdings](#).

MOV 2: Organisations provide updated *spatial data* to the HCSA showing boundaries of *investment holdings'* current *landbanks* including *plantation development areas*, and forest cover for the HCSA internal monitoring system.

TIMELINE: Annual submission by end January each year. *Spatial data* updated by December of each year.

IND:

C.1.A.10. For any *plantation development area* in an *investment holding* that requires land cover change from potential HCS forest to other land cover, the [HCSA Toolkit](#) must be applied.

MOV 1: Submission of progress report to the HCSA on the status of [HCSA Toolkit](#) implementation. See [Annex II: Status Report for Plantation Companies and Investment Holdings](#).

TIMELINE: Annual submission by end January each year.

IND:

C.1.A.11. Organisations in which investments are held must have a public global commitment to halting deforestation of *HCV areas* and *HCS forests* whilst *respecting human rights* through the implementation of the *HCS Approach* for commodities and regions where *HCS Approach* is being applied.

MOV 1: Submission of progress report on the adoption of public global commitments in halting deforestation by organisations in which investments are held, e.g. NDPE policy, company forests, environment, social and human rights policies, public commitments to implement *HCS Approach*. See [Annex II: Status Report for Plantation Companies and Investment Holdings](#).

TIMELINE: Annual submission by end January each year.

IND:

C.1.A.12. There must be the implementation of a non-compliance protocol and system for addressing breaches of *moratorium*, or failures to implement the HCSA in *landbanks* of *investment holdings*.

MOV 1: A documented non-compliance protocol and system.

MOV 2: List of breaches and description of how they have been addressed in line with the non-compliance protocol.

TIMELINE: Annual submission by end January each year.

Commodity Users

C.1.B. *Commodity User* will actively implement the *HCS Approach* across their own *operations*, in their supply chains and in *investment holdings* regardless of stake.

IND:

C.1.B.1 *Commodity User* members must demonstrate constructive work towards achieving no deforestation and *active implementation* of the *HCS Approach* across their *global supply chains* and *investment holdings*.

MOV 1: Submission of progress report demonstrating constructive work towards achieving no deforestation and *active implementation* of the *HCS Approach* across their *global supply chains* and *investment holdings*. See [Annex V: Annual Progress Report for Commodity Users](#).

MOV 2: Submission of a result summary of the progress made to increase implementation of the HCSA Toolkit and / or *moratorium* by *raw materials producers* via [Annex V: Annual Progress Report for Commodity Users](#).

MOV 3: Description of processes to achieve the output of *traceability* to all *raw material producers*.

TIMELINE: Annual submission of documentation via [Annex V: Annual Progress Report for Commodity Users](#) by end January each year.

IND:

C.1.B.2. *Direct suppliers* in *Commodity Users' global supply chains* commit to comply with companies' ND or NDPE policies.

MOV 1: Submission of documentation showing requirements for *direct suppliers* in *global supply chains* to comply with companies' ND or NDPE policies across their *global operations* including the *landbanks* and *plantation development areas* of their *direct suppliers* and all *raw material producers* supplying processors with *upstream processing facilities*.

TIMELINE: Annual submission of documentation via [Annex V: Annual Progress Report for Commodity Users](#) by end January each year.

IND:

C.1.B.3. Supplier lists must be maintained in the previous calendar year, including names of *direct suppliers*, names of the primary processing facilities and their owners, and a list of *raw material producers*.

MOV 1: Submission of or links to: a list of *direct suppliers*, a list of names of primary processing facilities and the owners of those facilities, and a list of *raw material producers**.

* Conditional on where data is provided, consents for data disclosure can be obtained and local laws allow. *Raw material producer* lists provided by *Plantation Companies* are able to be used towards the submission. Smallholder data should be provided. Data may be aggregated and may be anonymized to avoid disclosure of personal data for smallholder *suppliers* within a *jurisdiction*.

Target for submission:

- List of all names of *direct suppliers*;
- list of all names of primary processing facilities and the owners of those facilities; and
- list of *raw material producers* that increases in coverage for each commodity supply chain each year towards 100% volume of raw material (disaggregated). Targets will be set for each commodity for both *corporate owned landbanks* and *independent smallholders* (aggregated and anonymised within *jurisdictions*) after the first year of reports are submitted. **NB:** Targets to be determined by Membership Committee for EC approval by Q2 of 2021 and the targets will apply to the 2022 reporting period.

TIMELINE: Annual submission of [Annex V: Annual Progress Report for Commodity Users](#) by end January each year.

IND:

C.1.B.4. There must be the implementation of an ongoing deforestation monitoring, alert and response system to respond to identified land use changes by *direct suppliers* and *raw material producers* supplying processors with *upstream processing facilities* in *global supply chains*.

MOV 1: Submission of a process description of the monitoring, alert and response system to HCSA via [Annex V: Annual Progress Report for Commodity Users](#).

MOV 2: Submission of the summary results of the monitoring system via [Annex V: Annual Progress Report for Commodity Users](#).

MOV 3: Demonstrate contributions of *HCS Approach* relevant *spatial data* that has been developed by, or for the *Commodity User* members for their own purposes* for the exclusive use by the HCSA technical experts, assigned by the EC, and its internal monitoring system. **NB:** *Commodity Users* may not have new *spatial data* available each year.

* Includes any GIS *spatial data* created independently (i.e. outside of collaborations and contractual arrangements with *suppliers* or technical support organisations) of HCS forest distribution, ecosystem mapping, deforestation, degradation, and related remote sensed images (such as geo-referenced drone photographs).

MOV 4:** Demonstrate that *spatial data* has been sought from *suppliers* to be shared confidentially with the HCSA secretariat, including encouraging *raw material producers* to provide their *spatial data*, reported through the [Annex V: Annual Progress Report for Commodity Users](#).

NB: For *suppliers* that are HCSA members, *Commodity Users* can link to the data already submitted by them.

** Compliance with MOV 4 is dependent on the development of a procedure for providing this information and to maintain the anonymity of the entries as well as ensuring that no other parties have access to the HCSA database. The database will be populated with contributions from all of the membership categories. It is further acknowledged that the quality of data entries may be variable for the first 6 months whilst there is a transition to the reporting required in Annex V.

TIMELINE: Annual submission of documentation via [Annex V: Annual Progress Report for Commodity Users](#) by end January each year. Re-submission required only if there is a change of protocol or system following the initial submission.

IND:

C.1.B.5. There must be the implementation of a non-compliance protocol and process to ensure *suppliers* in the *global supply chain* address breaches of *moratorium*, or failures to implement the *HCS Approach* in *global supply chains*.

MOV 1: Submission of the documentation of the non-compliance protocol and procedure.

TIMELINE: Annual submission of documentation via [Annex V: Annual Progress Report for Commodity Users](#) by end January each year. Re-submission required only if there is a change of protocol or system following the initial submission.

IND:

C.1.B.6. There must be a *grievance mechanism* aligned with the [UN Guiding Principles on Business and Human Rights](#) to respond to, and address, grievances arising from the implementation of *HCS Approach* in its own *operations*, supply chains and investments.

MOV 1: Publicly available grievance mechanism.

TIMELINE: Annual submission of public grievance mechanism via [Annex V: Annual Progress Report for Commodity Users](#) by end January each year. Re-submission or reference required only if there is a change of system following the initial submission.

IND:

C.1.B.7. *Commodity Users* must communicate to their *direct suppliers* a requirement to implement the *HCS Approach* in their *landbanks*, *plantation development areas* and the *raw material producers* supplying *processors* with *upstream processing facilities*.

MOV 1: Procurement guidelines communicated to *suppliers*.

TIMELINE: Annual submission of the procurement guidelines to *suppliers* via [Annex V: Annual Progress Report for Commodity Users](#) by end January each year. Re-submission only if there is a change of protocol or system following the initial submission.

Non-Governmental Organisations

C.1.C. *NGOs* must constructively work towards achieving no deforestation and actively support the HCSA.

IND:

C.1.C.1. There must be a submission of an annual progress report on efforts to constructively work towards achieving no deforestation and active support of the HCSA.

MOV 1: Progress report describing activities promoting the *HCS Approach* and a list of external organisations, stakeholders, institutions, companies, and producers to whom the activities have been delivered, and links to related content and media as available.

MOV 2: Evidence of collaborative work that contributes to implementation of [HCSA Toolkit](#) on the ground/protection of HCS forest/rehabilitation or restoration of HCS forest.

MOV 3: Demonstrate contributions towards the population of *spatial data* made available by themselves, *Plantation Companies*, *Commodity Users*, other *NGOs*, *TSOs* or external parties as a result of their advocacy efforts, for exclusive use by the HCSA technical experts, assigned by the EC, and its internal monitoring system.

TIMELINE: Annual submission of [Annex VII: Annual Progress Report for Non-Governmental Organisations](#) by end January each year.

Technical Support Organisations

C.1.D. *TSOs* must constructively work towards achieving no deforestation and actively support the HCSA.

IND:

C.1.D.1 There must be the submission of an annual progress report on efforts to constructively work towards achieving no deforestation and active support of the HCSA.

MOV 1: Progress report detailing services and support provided to the HCSA Steering Group and description of the uptake of *HCS Approach* by its clients and its external parties.

MOV 2: Demonstrate contributions of HCSA relevant *spatial data* that has been developed solely by the *TSO* members for their own purpose* for the exclusive use by the HCSA technical experts, assigned by the EC, and its internal monitoring system.

*Includes any GIS *spatial data* created independently (i.e. outside of collaborations and contractual arrangement) of HCS forest distribution, ecosystem mapping, deforestation, degradation, and related remotely sensed images (such as geo-referenced drone photographs). This includes data not covered by confidentiality agreements.

MOV 3:** Demonstrate that *spatial data* has been sought from clients to be shared confidentially with the HCSA secretariat, including encouraging *raw material producers* to provide their *spatial data*, reported through [Annex IX: Annual Progress Report for Technical Support Organisations](#).

** Compliance with MOV 3 is dependent on the development of a procedure for providing this information and to maintain the anonymity of the entries as well as ensuring that no other parties have access to the HCSA database. The database will be populated with contributions from all the membership categories. It is further acknowledged that the quality of data entries may be variable for the first 6 months whilst there is a transition to the reporting required in Annex IX. **NB:** For clients that are HCSA members, *TSOs* can link to the data already submitted by them.

TIMELINE: Annual submission of [Annex IX: Annual Progress Report for Technical Support Organisations](#) by end January each year.

Smallholder/Farmer Support Organisations

C.1.E. The members/smallholders/farmers supported by the *Smallholder/Farmer Support Organisations* must be implementing the *HCS Approach* per the Simplified HCS-HCV Approach for Smallholders, and meeting the quality assurance requirements.

IND:

C.1.E.1. *Smallholder/Farmer Support Organisations* support its members/smallholders/farmers to implement the Simplified HCS-HCV Approach for Smallholders once it is made available.

MOV 1: Members of *Smallholder/Farmer Support Organisations* have registered the implementation of the Simplified HCS-HCV Approach for Smallholders with the HCSA.

MOV 2: Quality assurance methods as required by the HCSA.

MOV 3: Demonstrate contributions towards the population of *spatial data* made available by themselves for exclusive use by the HCSA technical experts, assigned by the EC, and its internal monitoring system.

TIMELINE: Within 3 months of membership confirmation, members of *Smallholder/Farmer Support Organisations* engaged in land use change, are demonstrating implementation of the Simplified HCS-HCV Approach for Smallholders. **NB:** Subject to financial and/or technical support being provided, such as by off takers, commodity users, donors, and governments.

IND:

C1.E.2. Annually updated maps showing organisation's mapping of its members farms/*landbanks* must be provided.

MOV 1: Description of the geographic location of members.

MOV 2: Geo-coordinates of members.

MOV 3: Provide a progress report on the implementation of the Simplified HCS-HCV Approach for Smallholders, including details on:

- Maps showing smallholder farmer landscapes in membership;
- trials of the Simplified HCS-HCV Approach for Smallholders in membership; and
- reports on deforestation within members, corrective actions taken with members not applying the HCSA Toolkit.

TIMELINE: Annual submission of maps and [Annex X: Annual Progress Report for Smallholder/Farmer Support Organisations](#) by end January each year. **NB:** Subject to financial and technical support being provided, such as by off takers, commodity users, donors, and governments.

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Annex I: Glossary

Below are the identified key definitions applicable to this document.

Term	Definition/Reference
Active deforestation	See planned, potential or active deforestation.
Active implementation (moratorium, application, violation of application)	Active implementation of the HCS Approach in all operations/ development areas, global supply chain, investments or consultancy services that apply to their organisation
Applicant	An organisation that has responded to all the HCSA Eligibility Requirements and requested to be assessed or is in the process of being assessed to become a member of HCSA.
Baseline report	Documented data to show the state of implementation of the HCSA at the stage where an organisation has committed to becoming a member of HCSA.
Commodity User [HCSA member category]	A commodity user that meets the Eligibility Requirements of a HCSA SG membership and is an active member of HCSA.
Commodity user	Organisations that process, manufacture, or trade in commodities. ²
Conservation area	Areas containing High Conservation Values, High Carbon Stock forests, peatland or other areas established for the protection, connection, management and maintenance of ecosystems, habitats, wildlife species and population, via an Integrated Conservation and Land Use Plan, including in order to safeguard the areas from conversion to another land use.
Corporate owned landbanks	All raw material producers that are not independent smallholders.
Cut-off date for clearing	The date by which no further conversion of forest shall take place.
Direct supplier	A supplier selling directly to the buyer, commonly referred to as Tier One suppliers. The supplier can also be mill, own plantation, third party plantation, schemed smallholder groups that sell directly to the company without any intermediaries. [Source: adapted from Accountability Framework definitions].
Downstream	A position in the supply chain further from raw material origin and closer to the stage of final sale and consumption. [Source: Accountability Framework definitions]
Downstream organisation	A company that does little or no direct purchasing from producers (such as manufacturer and retailers). [Source: adapted from Accountability Framework definitions]
Due diligence	A risk management process implemented by a company to identify, prevent, mitigate, and account for how it addresses environmental and social risks and impacts in its operations, supply chains, and investments. [Source: Accountability Framework definitions]
Eligibility status report	Documented evidence the status of an organisation in addressing the HCSA Membership Requirements at the time of application for Membership.
Forward looking implementation plan	Document setting out the future actions an organisation will take to address the HCSA Membership Requirements.
Global supply chain	The entire global network of producers, processors and traders of an applicable commodity to the organisation.
High Carbon Stock Approach (HCS Approach)	A methodology that distinguishes forest areas for protection from degraded lands with low carbon and biodiversity values, that may be developed. The methodology was developed with the aim to ensure a practical, transparent, robust, and scientifically credible approach that is widely accepted to implement commitments to halt deforestation in the tropics, while ensuring the rights and livelihoods of local people are respected.
High Conservation Value (HCV)	Any of the following values: <ul style="list-style-type: none"> ■ HCV 1 -Species Diversity. Concentrations of biological diversity including endemic species, and rare, threatened or endangered species, that are significant at global, regional or national levels. ■ HCV 2 - Landscape-level ecosystems, ecosystem mosaics and IFL. Large landscape-level ecosystems, ecosystem mosaics and Intact Forest Landscapes (IFL) that are significant at global, regional or national levels, and that contain viable populations of the great majority of the naturally occurring species in natural patterns of distribution and abundance. ■ HCV 3 -Ecosystems and habitats. Rare, threatened, or endangered ecosystems, habitats or refugia. ■ HCV 4 - Ecosystem services. Basic ecosystem services in critical situations, including protection of water catchments and control of erosion of vulnerable soils and slopes.

² Group, control and associated entities is yet to be clarified and as such the definition that can be used is the [RSPO](#) or [AFI](#) definition (found under Different types of supply chain actors, corporate group definition).

	<ul style="list-style-type: none"> ■ HCV 5 -Community needs. Sites and resources fundamental for satisfying the basic necessities of local communities or Indigenous Peoples (for example for livelihoods, health, nutrition, water), identified through engagement with these communities or Indigenous Peoples. ■ HCV 6 - Cultural values. Sites, resources, habitats and landscapes of global or national cultural, archaeological or historical significance, and/or of critical cultural, ecological, economic or religious/sacred importance for the traditional cultures of local communities or Indigenous Peoples, identified through engagement with these local communities or Indigenous Peoples. <p>[Source: Common Guidance for the identification of High Conservation Values]</p>
Independent smallholders	<p>Farmers who own land or have long term lease or sharecropping arrangements to a certain maximum farm holding size*, live in villages, use the farm as their main income, are free to manage their land and its production, and the farm is based primarily on their own family labour and capital. This is compared to scheme smallholders, who are structurally bound by contract, by a credit agreement or by planning to supply a particular mill or processing facility and do not qualify as independent smallholders.</p> <p>* For Indonesia: 10 hectares. HCSA will develop maximum farm holding sizes for independent smallholders in all commodity supply chains and other geographies that the Simplified HCS-HCV Approach for Smallholders is being applied.</p> <p>Certification Standard National Interpretations for independent smallholders where they exist for a specific commodity, or where commodity NIs do not exist, common global definitions for independent smallholders, may be applicable if they are considered by the HCSA to be applicable.</p>
Integrated Conservation Land Use Plan (ICLUP)	An organisation’s map of its proposed <i>conservation areas</i> , development areas, community land use areas, including a full management and monitoring framework for land use and evidence of agreement with the local communities. [Source: Adapted from HCSA Glossary of Terms]
Investment holding	Any company in which a <i>Plantation Company</i> or <i>Commodity User</i> has any form of stake, regardless of whether this is a majority stake, board membership or any other form of stake or investment.
Jurisdiction	An area established by administrative boundary including sub-national levels of government.
Land conflicts	Disputes over ownership of land use rights.
Land holding	An area of land that an organisation owns, rents or has management rights on. This includes development areas, administrative areas, permit areas and other such government allocations.
Landbank	All parcels of land or real estate managed, owned or leased by the <i>Plantation Company</i> , provided to a company through legal means by the government agency responsible for issuance of permits for land allocation and use, purchased by the company through legal means, or held in trust, as for future development.
Manufacturer	A company that <i>manufacturers</i> consumer products from raw or processed agricultural or forestry materials. [Source: Accountability Framework definitions]
Moratorium	A temporary prohibition of an activity. In this case, the cessation of roading, drainage and clearance in <i>potential High Carbon Stock forests</i> until it has been determined whether the area is a High Carbon Stock Forest or has High Conservation Values.
Non-Governmental Organisations [HCSA member category]	A <i>non-governmental organisation</i> that addresses the Eligibility Requirements of a HCSA SG membership and becomes an active member of HCSA.
Non-governmental organisations	Any non-profit, voluntary citizens' group which is organized on a local, national or international level.
Operations	All of the businesses that constitute an organisation.
Planned, potential or active deforestation	Clearance of High Carbon Stock forests, High Conservation Value areas and peatlands, as defined by the HCSA Toolkit , which is either in progress, programmed to occur or may possibly occur in the near or distant future.
Plantation	A land area predominantly composed of an agricultural crop or tree species established through planting and/or deliberate seeding that lacks key elements of a natural native ecosystem to the area, such as species composition and structural diversity, and associated land uses such as infrastructure (e.g. roads), riparian zones and conservation set asides.
Plantation Companies [HCSA member category]	A <i>plantation company</i> that addresses the Eligibility Requirements of a HCSA SG membership and becomes an active member of HCSA.
Plantation companies	<p>An enterprise, firm, or other organisational and legal entity involved in the development and management of <i>Plantations</i>. This definition encompasses all company ownership structures, including privately-held, publicly traded, and state-owned companies as well as companies in which states hold an interest. For the purpose of the Accountability Framework, a company is defined to include the corporate group³ of which it is part. This includes the company’s subsidiaries, affiliates, joint ventures, and majority holdings.</p> <p>[Source: adapted from Accountability Framework definitions]</p>

³ The totality of legal entities to which the company is affiliated in a relationship in which either party controls the actions or performance of the other. ([Accountability Framework](#))

Plantation development area	Any area where it is proposed to establish new forestry <i>operations</i> or plantings of agricultural commodities which would result in deforestation and pose a threat to High Carbon Stock forests. The development area may include existing <i>plantations</i> , new areas permitted for land use, conservation and/ or management.
Potential deforestation	See planned, potential or active deforestation.
Potential High Carbon Stock (HCS) forests	All areas within and outside the management of an organisation that have yet to be assessed through the application of the HCSA Toolkit that have the potential to be identified through analyses of satellite data and ground survey measurements as High Carbon Stock (HCS) forests: vegetation on the land that could be categorized as High Density Forest, Medium Density Forest, Low Density Forest or Young Regenerating Forest.
Processors	Those that are processing and/or refining a commodity that potentially contributes to deforestation.
Raw material producers	Those supplying unprocessed substances such as commodities used in the primary production or manufacturing of goods.
Respecting human rights	The Universal Declaration of Human Rights (UDHR) is a milestone document in the history of human rights. Drafted by representatives with different legal and cultural backgrounds from all regions of the world, the Declaration was proclaimed by the United Nations General Assembly in Paris on 10 December 1948 (General Assembly resolution 217 A) as a common standard of achievements for all peoples and all nations. It sets out, for the first time, fundamental human rights to be universally protected. The HCSA includes a set of Social Requirements which define the obligations of commodity producers to respect human rights.
Sample benchmark text	Standardised advice and text provided by <i>Technical Support Organisations</i> to clients that have sought their assistance in internal procedures to draft No Deforestation policies for adoption and/or develop implementation plans.
Smallholder/Farmer Support Organisations [HCSA member category]	A <i>smallholder/farmer support organisation</i> that meets the Eligibility Requirements of a HCSA SG membership and is an active member of HCSA.
Smallholder/farmer support organisations	An organisation which has the primary mission to collectively engage and provide assistance to smallholders and/or farmers.
Spatial data accessible to HCSA internal monitoring system	Spatial data that is supplied to HCSA, either directly or through to the source of said spatial data, which is to be used by the HCSA, but not to be shared. This will be covered by a non-disclosure agreement between the <i>supplier</i> of the spatial data and the HCSA.
Suppliers	<p>Individual, company or other legal entity providing goods or services to an organisation, commonly referred to as “tier 1”. [Source: Adapted from FSC-STD-40-004 V2-1.]</p> <p><i>Suppliers</i> may include a producer or company that supplies raw materials, processed materials, or finished products to a buyer.</p> <ul style="list-style-type: none"> ▪ <i>Suppliers</i> can include producers, <i>processors</i>, <i>traders</i>, and <i>manufacturers</i>. For instance, farms or processing mills supply raw or processed materials to <i>traders</i>, while <i>manufacturers</i> supply consumer products to retailers. ▪ A given company can be both a supplier and a buyer. ▪ A supplier may either be a <i>direct supplier</i> (selling directly to the buyer) or an <i>indirect supplier</i> (selling to an intermediary that is one or more steps removed from the buyer). <p>[Source: Accountability Framework definitions]</p> <p>For <i>Plantation Companies</i>, who are also <i>processors</i> and/or <i>traders</i>, <i>direct suppliers</i> may include:</p> <p>Supply which originate directly from a management unit under the control of primary processing facility</p> <p>Supply which originate directly from primary processing facility.</p> <p>For <i>Commodity Users</i>, <i>direct suppliers</i>: A supplier selling directly to the buyer, commonly referred to as Tier One <i>suppliers</i>.</p>
Technical Support Organisations [HCSA member category]	A <i>technical support organisation</i> that addresses the Eligibility Requirements of a HCSA SG membership and becomes an active member of HCSA.
Technical support organisations	An organisation with proven knowledge of the <i>HCS Approach</i> and its application, with the aim of providing assistance to those organisations applying for or maintaining membership of the HCSA.
Traceability	The ability to follow a product or its components through stages of the supply chain (e.g., production, processing, manufacturing, and distribution). [Source: Accountability Framework definitions]
Traders	A business that purchases and sells raw or primary processed agricultural or forestry materials. <i>Traders</i> commonly also provide transport services for these goods. Trading companies may also engage in primary or secondary processing. [Source: Accountability Framework definitions]
Upstream processing facilities	A factory where raw materials are treated or prepared by a special method in a position in the supply chain closer to the raw material origin. [Source: adapted from Cambridge Dictionary definition of ‘processing facility’ and Accountability Framework definition of ‘upstream’]

Verification

Assessment and validation of compliance, performance, and/or actions relative to a stated commitment, standard, or target. *Verification* processes typically utilize monitoring data but may also include other sources of information and analysis. Related definitions include the following:

- First-party *verification*: *Verification* conducted by the company itself but carried out by personnel not involved in the design or implementation of the *operations* being verified.*
- Second-party *verification*: *Verification* conducted by a related entity with an interest in the company or operation being assessed, such as the business customer of a production/processing operation or a contractor that also provides services other than *verification*.
- Third-party *verification*: *Verification* conducted by an independent entity that does not provide other services to the company.

*The concept of *verification* signifies that information is validated by persons other than those involved in the operation or entity being

[Source: [Accountability Framework definitions](#)]

Annex II: Status Report for *Plantation Companies and Investment Holdings*

Plantation Company / Growers		Status of implementation of the HCSA Approach in its own <i>operations</i> and development areas						HCV-HCS Conservation Management and Monitoring as per final ICLUP		Standard Operating Procedures
Entity Name	Location (District/ Province/ Country)	Under <i>Moratorium</i>	Preliminary Scoping Study Implemented	Registered HCV-HCSA/HCSA stand-alone assessments	Results HCV-HCSA/HCSA stand-alone Assessments quality assurance procedure (if applicable)	Area of Proposed / Final HCSA (with ICLUP)	Agreements between companies and affected communities	Routine Management Implemented	Maintained HCS Forest	Existing Standard Operating Procedures for development refers to HCSA Toolkit requirements
		(Y/N)	(Y/N) – if Yes, provide summary information in Endnote ⁴	(Y/N) – if Yes, provide summary information in Endnote ⁵	<u>Integrated HCV-HCSA Assessments</u> Satisfactory / Satisfactory 1 / Satisfactory 2 / Unsatisfactory / Not Applicable -in progress <u>HCSA Stand-alone</u> Completed/not completed	Current # hectares of HCS Forest (proposed / final) (and date)	(Y / In progress / N) – if Yes, provide summary information in Endnote ⁶	(Y / N) – if Yes, provide summary information in Endnote ⁷	Area of HCS Forest (and date) – if HCS forest is < at date of Proposed / Final ICLUP provide summary information in Endnote ⁸	None / Under development / In Use – if In Use, provide summary information in Endnote ⁹
Company A	Siak, Riau, Indonesia	N	Y	Y	Satisfactory 2	1,234 ha (2014)	In Progress	Y	1,123 Ha (2018)	Under Development
Company B	Merauke, Papua, Indonesia	Y	N	N	N/A	N/A	N/A	N	N/A	None

⁴ Summary of preliminary scoping, procedures to map land tenure claims and seek FPIC to apply the HCSA in each proposed development area including description of areas that were under consideration but are not planned for development due to respecting communities' rights to withhold FPIC to development.

⁵ Information about registered assessments including name of assessor, date, and evidence of FPIC given at FPIC gate 1 to proceed with implementation of the *HCS Approach*.

⁶ Summary of agreements between companies and affected communities regarding recognizing community land use; co-operation agreements on management and monitoring of HCV areas and HCS forests in ICLUP; grievance procedures.

⁷ Summary of routine management of HCV areas and HCS forests are implemented by the company (such as patrols, rehabilitation, co-management with communities).

⁸ Information about the causes of loss of HCS forests through self-reporting. Remedial actions taken should also be reported.

⁹ List of relevant SOPs that refer to the HCSA Toolkit and Social Requirements.

Annex II: Status Report for *Plantation Companies* and *Investment Holdings* (Continued)

Describe activities in the past year that have supported the implementation of HCSA Toolkit in the *Plantation Company's investment holdings*. Narrative answers should address the following elements:

- i. Describe (narrative form) how, where and for which applicable commodity the *Plantation Company* has supported increased implementation of the HCSA Toolkit by their *investment holdings*.
- ii. Describe (narrative form) any challenges the *Plantation Company* has encountered in implementation of the *moratorium* and/or HCSA Toolkit in own operation and investments.
- iii. C.1.A.11 MOV 1: Submission of progress report on the adoption of public global commitments in halting deforestation by organisations in which investments are held, e.g. NDPE policy, company forests, environment, social and human rights policies, public commitments to implement HCS Approach.
- iv. C.1.A.12 MOV 2: Submission of list of breaches in *investment holdings* and description of how they have been addressed in line with the non-compliance protocol.

Annex III: Status Report and *Forward Looking Implementation Plan* for Suppliers in The Global Supply Chain

Direct Supplier ¹⁰ and its raw material producers and processors			HCSA Implementation Plan						HCSA Implementation Monitoring				Standard Operating Procedure / Mechanism	
Direct Supplier Name	Raw material producers and processors to the direct supplier (including mill, own plantation, third party plantation, schemed smallholder groups)	Location (District, Country)	HCSA member company engagement with the supplier (Y/N)	Supplier agreement to comply with HCSA member companies' ND or NDPE policies - contractual or other binding agreements to implement HCSA or demonstration of moratorium on conversion of HCS forests. (Y/N)	Plan for new development (Y/N)	Potential HCS forests in areas planned for new development (Y/N)	Plan to conduct HCV-HCS integrated assessment for new development (Y/N)	Suppliers' spatial data made available to HCSA only when there is prior written consent from the third-party suppliers (Y/N)	HCS Assessment registered with HCSA or HCVRN	Area (ha) of HCV areas and HCS forests identified and protected through the implementation of the HCSA and Integrated Conservation Land Use Plans agreed with communities.	Have any suppliers' grievances related to HCSA implementation been lodged with the HCSA member's grievance mechanism? (Y/N)	Status of the grievance (Open / Closed /NA)	Planned SOP development for No Deforestation policy (Y/N)	Planned development of Grievance mechanism aligns with HCS members NDPE Policy (Y/N)

¹⁰ A supplier selling directly to the buyer, commonly referred to as Tier One suppliers. Independent smallholders are required to implement the simplified HCS Toolkit. Given that the Toolkit is still being trialled, reporting on independent smallholders is not yet required.

Annex III: Status Report and *Forward Looking Implementation Plan* for Suppliers in the *Global Supply Chain* (Continued)

<p>Describe activities in the past year that have supported the implementation of HCSA Toolkit in the <i>Plantation Company's</i> supply chain. Narrative answers should address the following elements:</p> <ul style="list-style-type: none"> v. Describe (narrative form) how, where and for which applicable commodity the <i>Plantation Company</i> has supported increased implementation of the HCSA Toolkit. vi. Describe (narrative form) any challenges the <i>Plantation Company</i> has encountered in implementation of the <i>moratorium</i> and/or HCSA Toolkit in supply chains. vii. Describe details of advocacy efforts for global adoption and implementation of no deforestation, including HCSA, to standards and certifications and external organisations, stakeholders, institutions, companies, and producers, and links to related content and media as available. viii. C.1.A.4 MOV 1: Submission of a progress report that details the percentage of signed contractual commitments with their <i>direct suppliers</i> that are <i>processors</i> and producers of raw materials in their <i>global supply chain</i>. The contractual commitments require compliance with HCSA member companies' ND or NDPE policies through active implementation of the HCSA Toolkit for any development area that requires land cover change, declaring and enforcing a <i>moratorium</i> on clearance of potential HCS forests, across the <i>landbanks</i> of their <i>direct suppliers operations</i>, in addition to the <i>landbanks</i> of all producers of raw materials supplying <i>processors</i> with <i>upstream processing facilities</i>. ix. C.1.A.4 MOV 2: Submission of a progress report providing evidence from <i>due diligence</i> and <i>verification</i> processes that all <i>raw material producers</i> supplying <i>upstream processing facilities</i> in <i>global supply chains</i> are identified, mapped, monitored and assessed using remote sensing and/or audited via field checks to identify deforestation of potential HCS forest, or development of peatland, or verify compliance with HCSA member companies' ND or NDPE policies. x. C.1.A.4 MOV 3: Submission of evidence of efforts taken to actively protect HCS forest within its <i>suppliers'</i> concession area, through reports or other information provided by the <i>suppliers</i> xi. C.1.A.5 MOV 1: Submission of <i>suppliers</i> list. xii. C.1.A.6 MOV 1: Submission or ensure <i>spatial data</i>, including boundaries of <i>landbanks</i> and <i>plantation development areas</i>, is made available for exclusive use by the HCSA secretariat technical experts, assigned by the EC, and its internal monitoring system. xiii. C.1.A.8 MOV 2: Submission of list of breaches in <i>raw material producers</i> in <i>global supply chains</i> and description of how they have been addressed in line with the non-compliance protocol xiv. C.1.A.12 MOV 2: Submission of list of breaches in <i>investment holdings</i> and description of how they have been addressed in line with the non-compliance protocol. 	<p>Describe activities that are planned to advance the implementation of HCSA Toolkit in the <i>Plantation Company's</i> supply chain. Narrative answers might address the following elements among other topics:</p> <ul style="list-style-type: none"> i. Public communications; ii. Support for pilots and/or Indicative HCV-HCS landscape mapping for <i>suppliers</i> in their <i>global supply chain</i>; iii. Details of <i>moratorium</i> and /or planned advocacy for global adoption and implementation of no deforestation, including HCSA, to standards and certifications and external organisations, stakeholders, institutions, companies, and producers.

Annex IV: Eligibility Status Report for Commodity User

<p>Describe activities that have supported the implementation of HCSA toolkit in the <i>Commodity User's</i> supply chain. Narrative answers should address the following elements:</p> <ul style="list-style-type: none"> i. Describe (narrative form) how, where and for which applicable commodity the <i>Commodity User</i> has supported increased implementation of the HCSA toolkit ii. Describe any challenges the <i>Commodity User</i> has encountered in implementation of the <i>moratorium</i> and/or HCSA toolkit in own operation, supply chain and investments. iii. Describe current advocacy for the global adoption and implementation of no deforestation including the HCSA 	<p>Describe activities that are planned to advance the implementation of HCSA toolkit in the <i>Commodity User's</i> supply chain. Narrative answers might address the following elements among other topics:</p> <ul style="list-style-type: none"> i. Public communications; ii. Support for pilots and/or Indicative HCV-HCS landscape mapping for suppliers in their <i>global supply chain</i>; iii. Details of <i>moratorium</i> and /or planned advocacy for global adoption and implementation of no deforestation, including HCSA, to standards and certifications and external organisations, stakeholders, institutions, companies, and producers.

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Annex V: Annual Progress Report for *Commodity User*

Direct Suppliers				
Applicable commodity	Direct Supplier Name	Supplier manages land for the primary production of applicable commodity?	Direct Supplier has either public NDPE policy or HCSA commitment. (Y/N)	Supplier with land is matched to HCSA and/or HCVRN database (provided by HCSA Secretariat) of registered assessments conducted in the previous 12 months. (Y/N)
Palm oil	Company A	Y		
Cocoa	Company B	N		
Palm oil	Company B	N		
Palm oil	Company C	N		
Paper & Board	Company C	Y		
	TOTAL	2		

*If the *direct supplier* is a member of the HCSA then they should be named in the table above. *Commodity User* can refer to the supplier lists and evidence provided by the HCSA member on *active implementation* in their *operations* and through its supply chain to the raw material concerned.

Primary processing facilities				
Applicable commodity	Name of the Owner of Primary Processing Facilities (i.e. Mill Groups)	Primary Processing Facility List (i.e. mill list)	Primary processing facilities owner has commitment to a <i>moratorium</i> or using HCS Assessments registered with HCSA and HCVRN for all new developments involving land use change. (Y/N/Unknown)	Owner with land is matched to HCSA and/or HCVRN database (provided by HCSA Secretariat) of registered assessments conducted in the previous 12 months. (Y/N)
Palm oil	Company A	Facility A, Facility B, Facility C	Y	
Palm oil	Company B	Facility B,	Y	
Palm oil	Company C	Facility X, Y, Z	U	
Palm oil	Company D	Facility J, K, L		

Annex V: Annual Progress Report for *Commodity User (Continued)*

<p>Describe active participation in the past year of the <i>Commodity User</i> in HCSA</p> <ul style="list-style-type: none"> i. Participation in HCSA Working groups; ii. Steering Group meetings; iii. Representation on Committees; iv. Representation at public events and public communications on behalf of the HCSA; v. Support for HCSA pilots and/or Indicative HCV-HCS landscape mapping; 	<p>Describe activities in the past year that have supported and increased <i>active implementation</i> of the <i>HCS Approach</i> across the <i>Commodity Users landbanks</i> (if applicable), investments and <i>global supply chains</i>. Narrative answers to address the following elements:</p> <ul style="list-style-type: none"> i. Describe (narrative form) how, where and for which applicable commodities the <i>Commodity User</i> has supported increased implementation of the HCSA Toolkit, including by smallholders. List, submit / or link to all protocols developed to support the implementation of the HCSA in companies own <i>landbanks</i> (if applicable), and <i>investment holdings</i> (if applicable) ii. Describe (narrative form) any challenges the <i>Commodity User</i> has encountered in implementation of the <i>moratorium</i> and/or HCSA Toolkit in own operation, supply chain and investments. iii. Describe details of advocacy efforts for global adoption and implementation of no deforestation, including HCSA, to standards and certifications and external organisations, stakeholders, institutions, companies, and producers, and links to related content and media as available. iv. C.1.B.1 MOV 1: Submission of progress report demonstrating constructive work towards achieving no deforestation and <i>active implementation</i> of the <i>HCS Approach</i> across their <i>global supply chains</i> and investments. v. C.1.B.1 MOV 2: Submission of a result summary of the progress made to increase implementation of the HCSA Toolkit and / or <i>moratorium</i> by <i>raw materials producers</i>. vi. C.1.B.2 MOV 1: Submission of documentation showing requirements for <i>direct suppliers</i> in <i>global supply chains</i> to comply with companies' ND or NDPE policies across their <i>global operations</i> including the <i>landbanks</i> and <i>plantation development areas</i> of their <i>direct suppliers</i> and all producers of raw materials supplying <i>processors with upstream processing facilities</i>. vii. C.1.B.3 MOV 1: Submission of or links to: a list of <i>direct suppliers</i>, a list of names of primary processing facilities and the owners of those facilities, and a list of <i>raw material producers</i>. viii. C.1.B.4 MOV 1: Submission of a process description of the monitoring, alert and response system to HCSA. ix. C.1.B.4 MOV 2: Submission of the summary results of the monitoring system. x. C.1.B.4 MOV 3: Demonstrate contributions of HCSA relevant <i>spatial data</i> that has been developed by, or for the <i>Commodity User</i> members for their own purposes for the exclusive use by the HCSA secretariat technical experts, assigned by the EC, and its internal monitoring system. xi. C.1.B.4 MOV 4: Demonstrate that <i>spatial data</i> has been sought from <i>suppliers</i> to be shared confidentially with the HCSA secretariat, including encouraging <i>raw material producers</i> to provide their <i>spatial data</i>. 	<p>Describe activities that are planned to advance the implementation of HCSA Toolkit in the <i>Commodity User's</i> supply chain. Narrative answers might address the following elements among other topics:</p> <ul style="list-style-type: none"> i. Public communications; ii. Support for pilots and/or Indicative HCV-HCS landscape mapping for <i>suppliers</i> in their <i>global supply chain</i>; iii. Details of <i>moratorium</i> and /or planned advocacy for global adoption and implementation of no deforestation, including HCSA, to standards and certifications and external organisations, stakeholders, institutions, companies, and producers.
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	<p>xii. C.1.B.5 MOV 1: Submission of the documentation of the non-compliance protocol and procedure.</p> <p>xiii. C.1.B.6 MOV 1: Publicly available grievance mechanism (Annual submission of public grievance mechanism).</p> <p>xiv. C.1.B.7 MOV 1: Procurement guidelines communicated to <i>suppliers</i> (Annual submission of the procurement guidelines to <i>suppliers</i>).</p>	

Annex VI: Status Report and *Forward Looking Implementation Plan for Non-Governmental Organisations*

<p>Describe activities that have supported the implementation and advocacy of HCSA in the tropical rainforest regions and global commodity supply chains. Narrative answers should address the following elements:</p> <ul style="list-style-type: none"> i. Describe (narrative form) how, where and for which applicable commodity the NGO has supported increased implementation of the HCSA toolkit ii. Describe any challenges the NGO has encountered in its HCSA advocacy efforts, or observed in the implementation of No Deforestation commitments in agricultural commodity supply chains or investment portfolios. iii. Details of current advocacy for the global adoption and implementation of no deforestation including the HCSA 	<p>Describe activities that are planned to promote and advocate for HCSA in the tropical rainforest regions and global commodity supply chains. Narrative answers might address the following elements among other topics:</p> <ul style="list-style-type: none"> i. Public communications; ii. Support for pilots and/or Indicative HCV-HCS landscape mapping; iii. Details of planned advocacy for global adoption and implementation of no deforestation, including HCSA, to standards and certifications external organisations, stakeholders, institutions, companies,

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Annex VII: Annual Progress Report for *Non-Governmental Organisations*

<p>Describe active participation in the past year of the <i>NGO</i> in HCSA</p> <ul style="list-style-type: none"> i. Participation in HCSA Working groups; ii. Steering Group meetings; iii. Representation on Committees; iv. Representation at public events and public communications on behalf of the HCSA; v. Support for HCSA pilots and/or Indicative HCV-HCS landscape mapping; 	<p>Describe activities that have supported the implementation of HCSA Toolkit in the tropical rainforest regions and global commodity supply chains. Narrative answers should address the following elements:</p> <p>Describe details of advocacy efforts for global adoption and implementation of no deforestation, including HCSA, to standards and certifications and external organisations, stakeholders, institutions, companies, and producers, and links to related content and media as available.</p>	<p>Describe activities that are planned to advance the implementation of HCSA Toolkit in the tropical rainforest regions and global commodity supply chains. Narrative answers might address the following elements among other topics:</p> <ul style="list-style-type: none"> i. Public communications; ii. Support for pilots; Indicative HCV-HCS landscape mapping; iii. Details of planned advocacy for global adoption and implementation of no deforestation, including HCSA, to standards and certifications and external organisations, stakeholders, institutions, companies, and producers.

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Annex VIII: Eligibility Status Report for Technical Support Organisations

<p>Describe activities that have supported the implementation of HCSA toolkit in the TSO’s client’s supply chains or tropical rainforest regions and global commodity supply chains where it has programs. Narrative answers should address the following elements:</p> <ul style="list-style-type: none"> i. Describe (narrative form) how, where and for which applicable commodity the TSO has supported increased implementation of the HCSA toolkit ii. Describe any challenges the TSO has encountered in implementation of the <i>moratorium</i> and/or HCSA toolkit in its clients supply chains or program geographies. iii. Details of current advocacy for the global adoption and implementation of no deforestation including the HCSA 	<p>Describe activities that are planned to advance the implementation of HCSA toolkit in the TSO’s clients supply chains tropical rainforest regions and global commodity supply chains where it has programs. Narrative answers might address the following elements among other topics:</p> <ul style="list-style-type: none"> i. Public communications; ii. Support for pilots and/or Indicative HCV-HCS landscape mapping; iii. Details of planned advocacy for global adoption and implementation of no deforestation, including HCSA, to standards and certifications external organisations, stakeholders, institutions, companies.

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Annex IX: Annual Progress Report for *Technical Support Organisations*

<p>Describe active participation in the past year of the <i>TSO</i> in HCSA</p> <ul style="list-style-type: none"> i. Participation in HCSA Working groups; ii. Steering Group meetings; iii. Representation on Committees; iv. Representation at public events and public communications on behalf of the HCSA; v. Support for HCSA pilots and/or Indicative HCV-HCS landscape mapping; 	<p>Describe activities in the past year that have supported the implementation of HCSA Toolkit in the <i>TSO</i>'s clients supply chains tropical rainforest regions and global commodity supply chains where it has programs. Narrative answers should address the following elements:</p> <ul style="list-style-type: none"> i. Describe (narrative form) how, where and for which applicable commodity the <i>TSO</i> has supported increased implementation of the HCSA Toolkit. Describe (narrative form) any challenges the <i>TSO</i> has encountered in implementation of the <i>moratorium</i> and/or HCSA Toolkit in own operation, supply chain and investments. ii. List and / or link to all template benchmark policy text on the adoption and implementation of no deforestation commitments, and the HCSA, provided to clients iii. Increasing efficiency and effectiveness of the technical support services to the HCSA and its members iv. Scaling up uptake of HCSA implementation within its client base and external parties associated with deforestation. Provide links to client's production and/or sourcing policy covering the requirement to implement HCSA. v. Describe details of advocacy efforts for global adoption and implementation of no deforestation, including HCSA, to standards and certifications and external organisations, stakeholders, institutions, companies, and producers, and links to related content and media as available 	<p>Describe activities that are planned to advance the implementation of HCSA Toolkit in the <i>TSO</i> Clients supply chains and tropical rainforest regions and global commodity supply chains where it has programs. Narrative answers might address the following elements among other topics:</p> <ul style="list-style-type: none"> i. Public communications; ii. Support for pilots and/or Indicative HCV-HCS landscape mapping; iii. Details of planned advocacy for global adoption and implementation of no deforestation, including HCSA, to standards and certifications external organisations, stakeholders, institutions, companies. iv. Programs to Increase efficiency and effectiveness of the technical support services to the HCSA and its members v. Programs to scale up uptake of HCSA implementation within its client base and external parties associated with deforestation. 	<p>Reporting on impact focused metrics</p> <ul style="list-style-type: none"> i. percentage of clients who have adopted HCSA commitments

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Annex X: Annual Progress Report for Smallholder/Farmer Support Organisations

<p>Describe active participation in the past year of the Smallholder/Farmer Support Organisation in HCSA</p> <ul style="list-style-type: none"> i. Participation in HCSA Working groups; ii. Steering Group meetings; iii. Representation on Committees; iv. Representation at public events and public communications on behalf of the HCSA; v. Support for HCSA pilots and/or Indicative HCV-HCS landscape mapping; 	<p>Describe activities in the past year that have supported the implementation of the HCSA Toolkit / Simplified HCS-HCV Approach for Smallholders by the Smallholder/Farmer Support Organisation’s supported members and supported farmers. Narrative answers should address the following elements:</p> <ul style="list-style-type: none"> i. Describe (narrative form) how, where and for which applicable commodity the Smallholder/Farmer Support Organisation has supported increased implementation of the HCSA Toolkit / Simplified HCS-HCV Approach for Smallholders. Describe (narrative form) any challenges the Smallholder/Farmer Support Organisation has encountered in implementation of the <i>moratorium</i> and/or HCSA Toolkit by their members and supported farmers. ii. Describe details of advocacy to ensure members register the implementation of the Simplified HCS-HCV Approach for Smallholder and meet the quality assurance requirements. iii. C.1.E.1 MOV 3: Demonstrate contributions towards the population of <i>spatial data</i> made available by themselves for exclusive use by the HCSA secretariat technical experts, assigned by the EC, and its internal monitoring system. iv. Provide annually updated maps showing organisation’s mapping of its members farm/<i>landbanks</i>, including description of the geographic locations, geo-coordinates. v. C.1.E.2 MOV 3: Provide a progress report on the implementation of the “Simplified HCS-HCV approach for Smallholders”, including details on maps showing smallholder farmer landscapes in membership, trials of the “Simplified HCS-HCV Approach for Smallholders” in membership, and reports on deforestation within members, corrective actions taken with members not applying the HCSA Toolkit. 	<p>Describe activities that are planned to advance the implementation of HCSA Toolkit / Simplified HCS-HCV Approach for Smallholders by the Smallholder/Farmer Support Organisation’s supported members and supported farmers. Narrative answers might address the following elements among other topics:</p> <ul style="list-style-type: none"> i. Public communications; ii. Support for pilots and/or Indicative HCV-HCS landscape mapping; iii. Describe details of advocacy to make mapping of its members/<i>landbanks</i> available. 	<p>Reporting on impact focused metrics</p> <ul style="list-style-type: none"> i. percentage of members who have implemented the HCSA Toolkit
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Annex XI: Document History

Title	Reference	Draft/for consultation/approved date
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> for <i>Plantation Company</i> Applicants and Members	HCSA-MR-001 D1-1	Draft 09/07/19 Consultation Closed
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> for Other Membership Categories	HCSA-MR-001 D2-0	Draft 13/09/19 For MC Meeting 3 rd -5 th Sept 2019 KL
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D3-0	Draft 26/09/19 For Consultation until 11 th October 2019
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D4-0	Draft 4/10/19 For Consultation until 25th October 2019
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D5-0	Draft 12/11/19 For Consultation until 19th November 2019
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D6-0	Draft 27/11/19 for consultation until 4 December 2019
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D7-0	Draft 17/12/19 for final consultation until 8 January 2019
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D8-0	Draft 10/01/20 for final consultation until 15 January 2019
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D8-1	Draft 17/01/20 for consultation on final proposals for resolution
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D9-0	Draft 05/02/20 for consultation on final proposals for resolution
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D9-1	Draft 05/03/20 for consultation on final proposals for resolution
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D9-2	Draft for consultation until 2 April 2020
HCSA Membership Eligibility Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D9-3	Draft 02/04/20 for EC review and approval
HCSA Membership Code of Conduct Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 D9-3	Draft 02/04/20 for SG consultation
HCSA Membership Code of Conduct Requirements Review	HCSA-MR-001 D9-4	Draft 08/04/20 for MC review

Indicators and Means of <i>Verification</i> Compiled for All Membership Categories		
HCSA Membership <u>Eligibility</u> Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 Final Draft	Draft 10/04/20 for EC review and approval
HCSA Membership <u>Code of Conduct</u> Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 Final Draft	Draft 10/04/20 for EC review: Subgroup delegated pursuant to objection on CU section.
HCSA Membership <u>Eligibility</u> Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 V1	Approved on 22 April 2020
HCSA Membership <u>Code of Conduct</u> Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 Final Draft + Subgroup D9	Draft 27/10/20 agreed and recommended by the MC for EC review and approval
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001 Final Draft	Draft 04/11/20 for EC review and approval
HCSA Membership Requirements Review Indicators and Means of <i>Verification</i> Compiled for All Membership Categories	HCSA-MR-001-Version 1	MRR Recommendation Reviewed and Approved by EC – 27 November 2020