



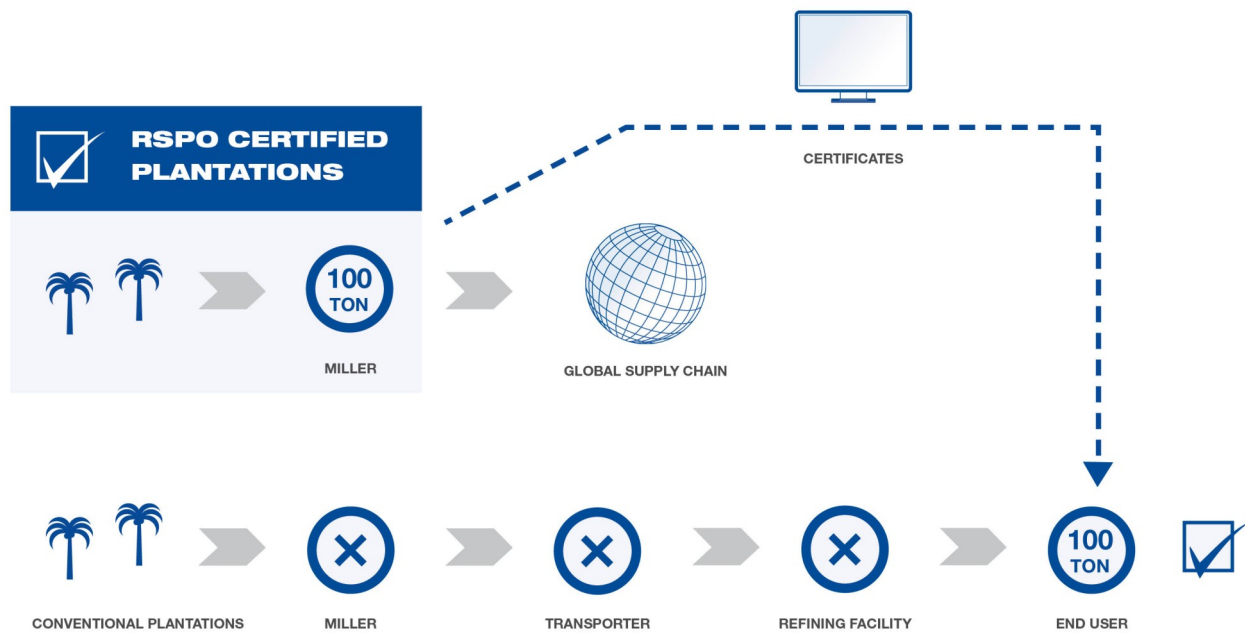
Buying and processing Sustainable Palm Oil

Book & Claim system

Who

This information is meant to inform food producers who want to buy and process sustainable palm oil using the book & claim system.

BOOK & CLAIM



In this system the sustainable palm oil is not separated from the conventional oil, but brought into the normal supply chain. The producer of the oil sells certificates matching the volume of sustainable oil that was produced. Users of sustainable palm oil can buy certificates according to their requirement.

The certificates are traded via the GreenPalm website (www.greenpalm.org).

Let's create together



Buying & processing Sustainable Palm Oil

Book & Claim system

Requirements for buying and processing according the book & claim system

To be able to buy and claim the use of sustainable palm oil using the book & claim system, a producer needs to become a member of the RSPO **or** GreenPalm.

Since RSPO members automatically have access to GreenPalm, Loders Croklaan recommends a RSPO-membership. This especially applies when your requirement is below 500 MT a year or if you choose to also use the other RSPO certification systems (mass balance or segregation).

Every year, one in ten users is independently audited. This to secure that claimed oil volumes do not exceed the amount of certificates obtained.

Claim on products produced with oil using the book & claim system

After acquiring RSPO (or Greenpalm) membership, a producer is entitled to state the following claim:

"This (product/brand/company) advances the production of RSPO-certified sustainable palm oil (equivalent to x% of the palm oil utilized)".

Requests to alter the claim can be made by sending the proposed text to the RSPO-Claims Approval Committee (CAC) for review. The CAC aims to deal with all requests within 5 working days. For more information on this subject please address an e-mail to communications@rspo.eu.

RSPO membership

To apply for RSPO-membership the application form can be downloaded at www.rspo.org or the online form can be filled out.

Applications for RSPO membership are a commitment for a two-year period. The membership fees are due annually. After the first two years the membership can be renewed on a yearly basis.

RSPO membership fee :

Ordinary Member	: € 2000,- per year
[Ordinary Member (small grower < 500 ha)	: € 500,- per year]
Affiliate Member	: € 250,- per year
Supply Chain Associate	: € 100,- per year

*Let's create
together*



Buying & processing Sustainable Palm Oil

Book & Claim system

Operational Costs

The Certified Sustainable Palm Oil premium is agreed upon between buyer and seller. This premium includes all administrative and certification costs for UTZ Certified, GreenPalm and RSPO.

How to trade certificates on www.greenpalm.org

After becoming a member of GreenPalm or the RSPO, an account will be activated and a link to select a Username and Password will be e-mailed to you.

The certificates traded on GreenPalm represent 1 mt of crude palm oil (or 1 mt of crude palm kernel oil).

On the website, one can choose to make an open market deal, which is visible to all visitors of the website. Another option is to make an Off Market Deal, in this case nothing is visible on the website. The back of this page offers details on both options.

Important

Retailers claiming the usage of sustainable palm oil in their private label products, on their websites or on promotional materials are required to acquire RSPO membership because they are the brand owner. Retailers do not need supply chain certification, except when they own the production facilities.

Questions and additional information

For additional information on buying and processing sustainable palm oil and the services of Lodders Croklaan, please contact your sales manager.

Lodders Croklaan: www.croklaan.com

Roundtable on Sustainable Palm Oil: www.rspo.org and www.rspo.eu

GreenPalm www.greenpalm.org

*Let's create
together*



Buying & processing Sustainable Palm Oil

Book & Claim system

GreenPalm membership

To apply for GreenPalm membership, the application forms can be downloaded at www.greenpalm.org.

Applications for GreenPalm membership are an ongoing commitment with a 6-month notice of termination by the member. Membership fees are to be paid annually.

Annual GreenPalm membership for non-RSPO members: USD 500

Specifics of open market deals

- After calculating the required volume, a bid can be placed on the secured trade area of the website.
- The following information must be entered: Year of certificate required for the claim, volume and the price willing to pay.
- Bids will be shown anonymously on the trading screen (<http://www.greenpalm.org/en/the-market/market-overview>).
- Bids will remain visible and active until either withdrawn by the member or matched by an offer.
- A bid can be completely or partly matched.
- The system will automatically match like for like bids and offers.
- All bids and trades are confirmed by email.
- After a match is confirmed, an e-mail will be sent with a PDF invoice. Payment is due within 14days. Settlement currency can be US\$ / Sterling or Euros decided at application stage.
- After a trade is fully settled the buyer can redeem the certificates
- The redeemed volume is posted on the public area of the website. <http://www.greenpalm.org/en/the-market/redeemed-certificate-owners> and the volume is removed from the account of the seller in order to prevent double selling of certificates.
- The member can now state claims as mentioned before .

*Let's create
together*



Buying & processing Sustainable Palm Oil

Book & Claim system

Additional info concerning off market deals

- GreenPalm members can negotiate directly with each other ,agreeing on Year, Volume and Price details
- One of the trading parties e-mails the details of the agreement to GreenPalm.
- GreenPalm verifies the details with the second party.
- Once both parties have agreed, the trade details are uploaded to the website by GreenPalm.
- All other GreenPalm protocols are executed, i.e. match confirmation emails, PDF invoice etc.

*Let's create
together*