MALAYSIAN SUSTAINABLE PALM OIL CERTIFICATION SCHEME

MSPOTRC

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Rules for Use of MSPO Trace

Malaysian Palm Oil Certification Council

Certifying Malaysian Palm Oil for the World

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1. Introduction

The requirements in the document is an extension of MSPO Supply Chain Certification Standards and will be adopted during the MSPO Standards Review process. In the meantime, it will be documented under MPOCC Scheme Document for immediate implementation in lieu of MSPO Trace readiness.

The MSPO Trace Traceability Module fulfills Requirement 12 of the MSPO Supply Chain Certification Standard (MSPO-SCCS-01) which requires the certified entity to register its production and sale of MSPO certified products on an applicable IT platform.

The rules in this document shall be adhered to and failure to adhere will result in the issuance of non-conformity report by accredited certification bodies during audit.

2. MSPO Trace Traceability Module System Users

The Traceability Module shall be utilised by all MSPO Supply Chain Certification Standard (SCCS) certified entities:

i.   Palm Oil Millers
ii.   Refiners
iii.   Palm Kernel Crushers
iv.   Oleochemicals Plants
v.   Biodiesels Plants
vi.   Others

3. Requirements for Palm Oil Millers

3.1 Registration of Suppliers and Buyers

    3.1.1   All Suppliers (input) and Buyers (output) for MSPO Certified FFB and Palm Oil products shall be registered in the system.

    3.1.2   Millers shall register FFB dealers as a supplier. Details of the source of FFB from Dealers is not required at this time.

3.2 Reporting of monthly MSPO Certified Production of CPO and PK

    3.2.1   All mills shall report the cumulative total of MSPO certified CPO and PK production volume every month. The data shall be reported before the 7th of the following month.

3.3 Upload monthly MSPO certified and non-certified FFB receiving list

3.3.1   The mills shall record and upload the total FFB received weight by supplier, following the FFB Supplier Template provided in the system.

3.3.2   The system will automatically determine if the supplier is producing MSPO certified FFB or uncertified FFB.

3.4 Sales Announcement

3.4.1   All sales of MSPO Certified Palm Oil products shall be announced in MSPO Trace.

3.4.2   Sales announcement shall be for every transaction. Only transactions in the same contract that occurs within the same day can be announced together.

3.4.3   Sellers shall make MSPO sales announcements within 30 days after each transaction occurs.

4. Requirements for Refineries, Palm Kernel Crushers, Oleochemicals Plants, Biodiesels Plants and Others

4.1 Registration of Suppliers and Buyers

4.1.1   All Suppliers (input) and Buyers (output) for MSPO Certified Palm Oil products shall be registered in the system.

4.2 Sales Announcement

4.2.1   All sales of MSPO Certified Palm Oil products shall be announced in MSPO Trace.

4.2.2   Sales announcement shall be for every transaction. Only transactions in the same contract that occurs within the same day can be announced together.

4.2.3   Sellers shall make MSPO sales announcements within 30 days after each transaction occurs.

4.3 Conversion ratios are pre-set, with the option to adjust. Change of ratio outside of the industry norm shall require justification by the system user

5. Traceability Module and the Supply Chain Model Accounting System

The MSPO Trace Traceability Module shall not be used as a substitute to the accounting system. The information for opening and closing stock within the system is for reference only.

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