

The RSPO is an international non-profit organization formed in 2004 with the objective to promote the growth and use of sustainable oil palm products through credible global standards and engagement of stakeholders.

Your part in the RSPO supply chain: A guide for distributors and wholesalers

Who are distributors and wholesalers?

For the purposes of RSPO supply chain certification, distributors and wholesalers take legal ownership, store and sell products to their customer bases, but do not unpack, repack or relabel those products at any stage.

They have a vital role to play in maintaining the integrity of the RSPO certified supply chain. They link participants in the supply chain together and ensure that RSPO certified products are kept separate and are never mixed with mainstream, non-certified material.

Their customers include food and non-food manufacturers, smaller high street retailers and foodservice outlets.

Getting Started



THE FIRST STEP IS TO BECOME AN RSPO MEMBER.



Two levels are available and each must be renewed annually.





1) SUPPLY CHAIN ASSOCIATE

For those who purchase, or trade, **up to 500 metric tonnes** of oil palm products per year



2) ORDINARY MEMBER

For those who purchase, or trade, **over 500 metric tonnes** of oil palm products per year



DOWNLOAD AN APPLICATION FORM:

www.rspo.org/members/apply





DECISTED

Separately, you will need to register with eTrace to gain an eTrace Member ID. This can be done online https://etrace.rspo.org/web/rspo/become-member and is free of charge.





DOWNLOAD

Use the eTrace membership number for the Distributor's Licence form to be downloaded from www.rspo.org/resources/key-documents/certification/rspo-supply-chain-certification, also free of charge.

THE STEPS ARE AS FOLLOWS:



MANUFACTURER

Manufacturer produces, packs and sells oil, or products containing palm oil, to the distributor or wholesaler.





DISTRIBUTOR OR WHOLESALER

Receives documentation from manufacturer confirming certification and supply chain method used for these products. **The validity of the certificate must be checked** online by visiting the RSPO website.





Distributor or wholesaler sells the RSPO certified oil or product in the original packaging to their customer.





Distributor or wholesaler confirms their details which include supply chain certification number and manufacturer supply chain models with this information on the appropriate documentation (invoice or delivery note or product specification sheet).





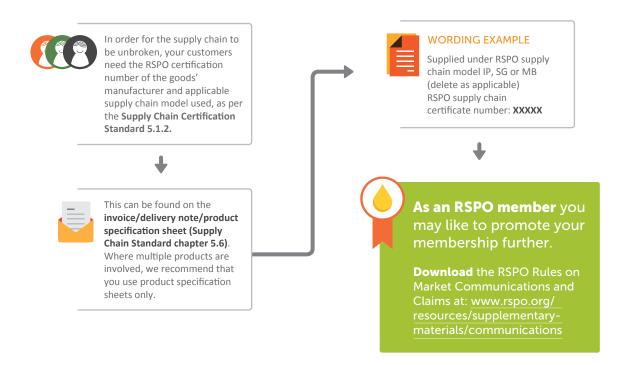
OWN BRAND PRODUCTS

For own brand product, follow the same instructions as opposite. It is, however, essential that customers are aware that the product has been made on behalf of the distributor or wholesaler and should be accompanied by a declaration from the certified supplier, which includes:

- Product specification with the own brand producer certificate number and supply chain models used.
- The same batch or product code (and a possible statement on packaging) highlighting the manufacturer's name.
- The documentation must tie the product to the manufacturer and a valid certified claim.



Communication with your customers





www.etrace.rspo.org

RSPO Rules on Communication and Claims: www.rspo.org/resources/supplementary-materials/communications



https://askrspo.custhelp.com/app/answers/list

CONTACT US

For membership related questions: **membership@rspo.org**

For supply chain certification related questions:

certification@rspo.org

For trademark related questions: trademark@rspo.org

www.rspo.org