Summary 23 February 2017 meeting
Meeting summary – Draft_v1: pending GSSB approval

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# Participants

Present:

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<thead>
<tr>
<th>Name</th>
<th>Constituency</th>
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<tbody>
<tr>
<td>Atilla Yerlikaya</td>
<td>Business Enterprise</td>
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<tr>
<td>Daniel Taillant</td>
<td>Civil Society Organization</td>
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<td>Dwight Justice</td>
<td>Labor</td>
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<tr>
<td>Evan Harvey</td>
<td>Investment Institution</td>
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<tr>
<td>Judy Kuszewski</td>
<td>Chair</td>
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<td>Julia Wilson</td>
<td>Business Enterprise</td>
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<td>Jürgen Buxbaum</td>
<td>Labor</td>
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<td>Kent Swift</td>
<td>Civil Society Organization</td>
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<td>Kirsten Margrethe Hovi</td>
<td>Business Enterprise</td>
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<tr>
<td>Michel Washer</td>
<td>Business Enterprise</td>
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<tr>
<td>Robyn Leeson</td>
<td>Vice-Chair</td>
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<tr>
<td>Stiaan Wandrag</td>
<td>Business Enterprise</td>
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<tr>
<td>Sulema Pioli</td>
<td>Mediating Institution</td>
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<tr>
<td>Vadakepatth Nandkumar</td>
<td>Mediating Institution</td>
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Apologies:

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<tr>
<th>Name</th>
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<tr>
<td>Daniel Ingram</td>
<td>Investment Institution</td>
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In attendance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Designation</th>
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<tr>
<td>Bastian Buck</td>
<td>Director, Standards Division</td>
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<tr>
<td>Pamela Carpio</td>
<td>Senior Coordinator, Governance Relations</td>
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<td>Tina Nybo Jensen</td>
<td>Senior Coordinator, Governance Relations</td>
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# List of abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>CLG</td>
<td>Corporate Leadership Group</td>
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<tr>
<td>FTEs</td>
<td>Full-time employees</td>
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<td>GRI</td>
<td>Global Reporting Initiative</td>
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<td>GSSB</td>
<td>Global Sustainability Standards Board</td>
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<td>IAC</td>
<td>GRI Independent Appointments Committee</td>
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<td>IIRC</td>
<td>International Integrated Reporting Council</td>
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<td>OHS</td>
<td>Occupational health and safety</td>
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<td>PWG</td>
<td>Project working group</td>
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<td>SDGs</td>
<td>Sustainable Development Goals</td>
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<td>UNGC</td>
<td>United Nations Global Compact</td>
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Meeting summary

Please see a list of decision and action items deriving from the meeting on pp. 5-6.

Session 1: Welcome and approval of previous meeting summary

Judy Kuszewski, the GSSB Chair (henceforth, “the Chair”) welcomed everyone to the meeting and presented an overview of the meeting agenda. The Chair further moved for approval of Item 01 – Summary 15 December GSSB meeting.

The GSSB unanimously approved the meeting summary with no further changes.

Session 2: Welcome and introductions of new GSSB members

The Chair welcomed the new members to the GSSB:

- Atilla D. Yerlikaya
- Evan Harvey
- Julia Wilson
- Kent D. Swift
- Michel Washer
- Robyn Leeson (Vice-chair)

The Chair invited the new members to introduce themselves to the GSSB and complimented the Chair and the members of the Independent Appointments Committee (IAC) for their hard and diligent work in ensuring high quality appointments to the GSSB.

Session 3: GSSB Annual Report

Bastian Buck, Director Standards Division, informed that it is a due process requirement in the GSSB Terms of Reference Section 37e, that the GSSB publish an annual report on its activities.

Following previous agreement by the GSSB, Item 03 Draft GSSB Annual Activity Report 2015-16 covers the period November 2015 – December 2016 and presents a high level overview of activities and an account of progress. Going forward this will be an annual activity with the expected approval of the GSSB Annual Report 2017 in early 2018.

The GSSB agreed that the report is a good reflection of the activities and requested that the composition of the GSSB during this period is accounted for in the report.

The Chair moved for approval of Item 03 Draft GSSB Annual Activity Report 2015-16 for publication on the GSSB website. The GSSB members unanimously approved GSSB Annual Activity Report 2015-16 with the change noted in this summary.
Session 4: Update on Standard Reviews: Water, Occupational Health and Safety (OHS), and Human Rights

Mr. Buck informed that the Standards Reviews of Water, OHS and Human Rights are progressing in line with the agreed timeline.

The Open Call for Applications to the Project Working Groups (PWGs) on Water and OHS closed on 19 February and the Standards Division received more than 50 highly qualified applications for both PWGs. The interviews are underway and the proposed membership will be submitted to the GSSB on 2 March for discussion and approval during the 7 March GSSB virtual meeting.

The Standards Division is developing the detailed timeline for the PWGs and it is anticipated that the Exposure Drafts will be submitted to the GSSB in July 2017 for review and approval.

The scoping phase is ongoing for the Human Rights reviews and interviews have been conducted with six subject matters experts to date. The Standards Division is developing an initial discussion paper in preparation for the March GSSB in-person meeting during which the aim is to agree on the scope and objectives of the reviews as well as the next steps.

Mr. Buck encouraged the GSSB members to contact the Standards Division within the coming days if they want to provide inputs/opinions during the scoping phase.

During the meeting a number of GSSB members indicated interest in providing support and input on the Standard Reviews processes.

Session 5: AOB

Technical Enquiries

Mr. Buck referred to Item 04 - Summary of technical questions on the GRI Standards containing an overview of the technical enquiries received to date through the Standards@globalreporting.org. The vast majority of enquiries are related to: clarification of the Materiality principle, use of the Sector Disclosures, in accordance criteria, and content index requirements.

The enquiries are grouped per subject matter and included in the GRI Standards FAQ on an as needed basis to streamline the communication. At present there are no subject matter enquiries that require GSSB attention in terms of interpretation.

The GSSB members advised to include links from Item 04 - Summary of technical questions on the GRI Standards to the GRI Standards FAQ in order to indicate to what extent the enquiry have been covered.

The GSSB also indicated interest in being further included in the advising process and particular interest were raised for the materiality topic. The Chair requested that a session on the process around technical enquiries is scheduled on the agenda for the March GSSB in-person meeting.
Update on the GRI Standards launch events and translations

Mr. Buck briefed the GSSB on the 15 GRI Standards Launch Events hosted to date as well as the events and translations in the pipeline. Until 2 February, the GRI Standards have been downloaded 25,575 times and the 13,746 individual visitors’ profiles have been captured which is anticipated to lead to better direct communication with interested parties.

The GSSB recommended the Standards Division to take a step back and evaluate the communication strategy: what is working and what can be improved. Mr. Buck confirmed that the work on developing a Communication Plan is ongoing and the aim is to discuss this during the 26 April virtual meeting.

Update developments GRI Secretariat

Mr. Buck provided a short update on developments within the GRI Secretariat with respect to:

- Tim Mohin’s has joined as GRI Chief Executive. Mr. Mohin will be present during the upcoming GSSB in-person meeting
- GRI and UNGC Collaboration on the Sustainable Development Goals (SDGs).
- The GRI Corporate Leadership Groups (CLGs)

Further, Mr. Buck informed that funding has been secured from GRI to initiate the work on the sector contents. Hiring is underway for a Deputy Director and a Manager and the team will be built to 4 FTEs by end of FY16-17.

The GSSB members asked for further elaboration on the GRI-IIRC collaboration related to the CLG on Integrated Reporting as well as the GRI-UNGC collaboration on the SDGs. These projects will be covered at the March in-person meeting. During the call GSSB members offered assistance in the work on the SDGs.

Draft agenda for the GSSB March in-person meeting

Mr. Buck presented the proposed content for the upcoming GSSB in-person meeting and welcomed any additional input from the GSSB members at latest by 1 March 2017 as the agenda and meeting materials are to be circulated on 7 March 2017.

The Chair thanked the GSSB members for their attendance and closed the meeting at 14.30 CET.

Decisions and Action Items

DECISIONS

Session 1:

GSSB Decision 2017.01 The GSSB approved the summary of the meeting held 15 December with no further changes.

The GSSB supported the decision by consensus.

Session 3:

GSSB Decision 2017.02 The GSSB approved the GSSB Annual Activity Report 2015-16 with the changes noted in this summary.
The GSSB supported the decision by consensus.

**ACTIONS**

**Governance:**

**Session 5:**

- Schedule a session on the process related to the technical enquiries in the agenda for the GSSB in-person meeting March 2017.
- Include a link to the GRI Standards FAQ related to Materiality and topic Boundary in the next communication to the GSSB members.

**Standards Division**

**Session 3:**

- Include the composition of the GSSB in the GSSB Annual Activity Report 2015-16 before publishing it on the GSSB website.

**Session 5:**

- Include links from Item 04 - Summary of technical questions on the GRI Standards to the GRI Standards FAQ in order to indicate to what extent the enquiry have been covered.
- Update the new GSSB members on the status of the Sector Work to date.
- Schedule a discussion on the GRI Standards Communication Plan for a later GSSB meeting.

**GSSB members**

**Session 3:**

- Notify the Standards Division within the next couple of days if they want to provide input/opinions during the early ‘scoping’ phase of the Human Rights reviews.

**Session 5:**

- If interested, suggest items for the GSSB in-person meeting in March by no later than 1 March 2017.