



Barbara Strozziiaan 336
 1083 HN Amsterdam
 The Netherlands
info@gssb.globalreporting.org

**Item 04 03 March 2016 virtual meeting
 Meeting summary – for Approval**

Table of Contents

Participants	1
List of abbreviations	2
Session 1: Welcome and Objectives for this call	2
Session 2: Transition to SRSs: Revised Foundation Standard	2
Session 3: Transition to SRSs: Scope and nature of consultation feedback.....	4
Session 4: In Accordance Survey	5
Session 5: Summary of Actions and Approvals.....	5
Session 6: Private Session - Branding.....	5
Decision & Action Items.....	5

Participants

Present:

Name	Constituency
Eric Hespenheide (Chairman)	
David Russell	Business
Hidemi Tomita	Business
Judy Kuszewski	Mediating Institution
Jürgen Buxbaum	Labor
Kirsten Margrethe Hovi	Business
Michael Nugent (Vice Chair)	Mediating Institution
Simeon Cheng	Business
Stiaan Wandrag	Business
Sulema Pioli	Mediating Institution
Vadakepatth Nandkumar	Mediating Institution

Apologies:

Name	Constituency
Daniel Ingram	Investment Institution
Robin Edme	Mediating Institution
Daniel Taillant	Civil Society Organization
Dwight Justice	Labor

In attendance:

Name	Designation
Bastian Buck	Director, Standards Division
Chelsea Reinhardt	Deputy Director, Standards Division
Maggie Lee	Senior Coordinator, Governance Relations
Pamela Carpio	Senior Coordinator, Governance Relations

List of abbreviations

CET Central European Time SRSs Sustainability Reporting Standards
GSSB Global Sustainability Standards Board

1 Session 1: Welcome and Objectives for this call

2 Eric Hespeneide, Chairman (henceforth 'The Chair') of the Global Sustainability Standards Board
3 (GSSB), welcomed the members of the GSSB and present GRI staff to the meeting. The Chair
4 called the meeting to order at 13h00 CET and closed the meeting at 15h00.

5 The Chair provided an overview of the meeting's agenda and proposed that the meeting minutes
6 from the GSSB meeting held on 11 February 2016 be approved (Agenda item 01).

7 The meeting minutes were unanimously approved with no changes.

8 **GSSB Decision 2016.03** The GSSB approved the minutes of the meeting held on 11 February
9 2016.

10 Session 2: Transition to SRSs: Revised Foundation 11 Standard

12 Chelsea Reinhardt, Deputy Director Reporting Standard presented this session. Agenda item 2 –
13 *Revised SRS 101: Foundation* was circulated and considered read. Reinhardt presented a summary
14 of the comments collected from GSSB members prior to the meeting and the preliminary actions
15 the Standards Division proposed to take based on the comments. The GSSB was then asked to

16 respond to the preliminary actions and/or provide further feedback.

17 Introduction sections

18 Reinhardt reported that GSSB members were in agreement that the proposed text is clear on how
19 the Foundation standard should be used. There were a few minor wording suggestions which will
20 be incorporated.

21 GSSB members requested the Secretariat consider making a document review/tracking tool avail-
22 able to the GSSB in order to show the full history of changes and how the comments have been
23 incorporated.

24 Effective Date

25 The GSSB agreed on the proposed effective date of 01 January 2018 for the SRSs and noted that
26 this proposed date would be put for comment during the consultation.

27 Revised definition of Boundary

28 GSSB members discussed the wording in certain sections and the naming of the overall section.
29 The GSSB agreed to keep the term Boundary, despite its limitations, as it is consistent with the
30 content understood by G4 reporters.

31 The GSSB agreed to keep the current revised definition of Boundary, with possible additional
32 wording improvements to be suggested by GSSB members ahead of the consultation draft sign-off
33 date.

34 General reporting process

35 GSSB members discussed the positioning of the Reporting Principles within the Foundation stand-
36 ard.

37 The GSSB agreed to move the Reporting Principles and their guidance to become the first section
38 of the Foundation standard.

39 In accordance and SRS-referenced claims

40 GSSB members discussed several aspects of in accordance, including:

- 41 • Changing the “in accordance” name.
- 42 • Its positioning within the SRSs – potentially as a standalone standard. The Standards Divi-
43 sion remarked that it does not have enough substance to stand alone.
- 44 • Whether in accordance also requires methodologies precede by “shall” statements to be
45 followed. The impact on report quality and achievability was discussed
- 46 • Whether the text can be revised to be more explicit that the SRSs can only be used and
47 referenced in line with the claim options described

48 The GSSB agreed to keep the “in accordance” name as it is familiar terminology for reporters.

49 The GSSB agreed to keep the in-accordance position within the General Disclosures standard.

50 The GSSB agreed that the text should be clarified to make it more explicit that the SRSs can only
51 be used/ referenced as per the claim options described. Other uses of the SRSs are not permit-
52 ted.

53 The GSSB agreed that in accordance requires complying with shall statements in both disclosures
54 and methodology i.e. complying with all shall statements. To support this, the Standards Division

55 is to make this explicit within the text. The GSSB would also review all cases of shall statements
56 within the methodology sections.

57 Content clarification issues

58 Due to time constraints, GSSB discussion on this section was postponed.

59 **ACTION ITEMS**

60 **Standards Division**

- 61 • Look into setting up an online repository for draft documents that can be accessed by
62 GSSB members.
- 63 • Update wording around the 'Effective date' to clarify that earlier adoption is allowed/ en-
64 couraged
- 65 • Re-position the Reporting Principles to become the first section in the Foundation stand-
66 ard
- 67 • Consolidate a list of all shall statements that appear in the methodology section of SRSs
68 under review.
- 69 • Include text within the Foundation standard that explicitly states that all methodology re-
70 quirements (shall statements) must be followed in order to make an in accordance claim.
- 71 • Include text in the Foundation standard that makes it more clear the SRSs are only to be
72 used and referenced in line with the three claim options described

73
74 **GSSB Members**

- 75 • Submit any further comments on the Foundation standard by 15 March, in advance of the
76 22 March meeting document deadline.

77 **Session 3: Transition to SRSs: Scope and nature of**
78 **consultation feedback**

79 Chelsea Reinhardt, Deputy Director Reporting Standard presented this session. Agenda item 3:
80 *Draft Consultation Questions* was circulated and considered read. Reinhardt presented a summary of
81 the comments collected from GSSB members prior to the meeting and the preliminary action the
82 Standards Division proposed to take based on the comments. The GSSB was then asked to re-
83 spond to the preliminary actions and/or provide further feedback.

84 The GSSB did not raise any major concerns or changes to the consultation questions as presented
85 in item 3: *Draft Consultation Questions*.

86 GSSB members requested that “can” statements be open for comment in addition to the proposed
87 shall and should. The Standards Division agreed to this.

88 Individual GSSB members requested a tour the Consultation platform ahead of the planned session
89 during the April in-person meeting.

90 **ACTION ITEMS**

91 **Standards Division**

- 92 • Include comments on “can” statements during the public consultation.
93 • Schedule a session with interested GSSB members to preview the Consultation platform
94 within two weeks.

95 **GSSB Members**

- 96 • Submit any further comments on the Consultation questions by 09 March.

97 **Session 4: In Accordance Survey**

98 Due to time constraints, the Standards Division proposed briefing the GSSB on this topic via
99 email within the next few days.

100 **ACTION ITEMS**

101 **Standards Division**

- 102 • Send results of 'In accordance' Survey, including all comments made by GSSB members,
103 to the GSSB in the next few days.

104 **Session 5: Summary of Actions and Approvals**

105 Due to time constraints, this session was skipped.

106 **Session 6: Private Session - Branding**

107 Due to time constraints, the Standards Division proposed briefing the GSSB on this topic via
108 email within the next few days.

109 **Decision & Action Items**

110 **DECISIONS**

111 **GSSB Decision 2016.03** The GSSB approved the minutes of the meeting held on 11 February
112 2016.

113 **ACTION ITEMS**

114 **Standards Division**

- 115 • Look into setting up an online repository for draft documents that can be accessed by
116 GSSB members.
117 • Update wording around the ‘Effective date’ to clarify that earlier adoption is allowed/ en-
118 couraged

- 119 • Re-position the Reporting Principles to become the first section in the Foundation stand-
120 ard.
121 • Consolidate a list of all shall statements that appear in the methodology section of SRSs
122 under review.
123 • Include text within the Foundation standard that explicitly states that all methodology re-
124 quirements (shall statements) must be followed in order to make an in accordance claim.
125 • Include text in the Foundation standard that makes it more clear the SRSs are only to be
126 used and referenced in line with the three claim options described.
127 • Include comments on “can” statements during the public consultation.
128 • Schedule a session with interested GSSB members to preview the Consultation platform
129 within two weeks.
130 • Send results of 'In accordance' Survey, including all comments made by GSSB members,
131 to the GSSB in the next few days.

132 **GSSB Members**

- 133 • Submit any further comments on the Foundation standard by 15 March, in advance of the
134 22 March meeting document deadline.
135 • Submit any further comments on the Consultation questions by 09 March.