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:

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<thead>
<tr>
<th>Name</th>
<th>Constituency</th>
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<tbody>
<tr>
<td>Eric Hespenheide (Chairman)</td>
<td>Business</td>
</tr>
<tr>
<td>David Russell</td>
<td>Business</td>
</tr>
<tr>
<td>Hidemi Tomita</td>
<td>Business</td>
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<tr>
<td>Judy Kuszewski</td>
<td>Mediating Institution</td>
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<tr>
<td>Jürgen Buxbaum</td>
<td>Labor</td>
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<tr>
<td>Kirsten Margrethe Hovi</td>
<td>Business</td>
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<tr>
<td>Michael Nugent (Vice Chair)</td>
<td>Mediating Institution</td>
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<tr>
<td>Simeon Cheng</td>
<td>Business</td>
</tr>
<tr>
<td>Stiaan Wandrag</td>
<td>Business</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>
<th>Constituency</th>
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<tr>
<td>Daniel Ingram</td>
<td>Investment Institution</td>
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<tr>
<td>Robin Edme</td>
<td>Mediating Institution</td>
</tr>
<tr>
<td>Daniel Tailla</td>
<td>Civil Society Organization</td>
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<tr>
<td>Dwight Justice</td>
<td>Labor</td>
</tr>
</tbody>
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In attendance:

<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Bastian Buck</td>
<td>Director, Standards Division</td>
</tr>
<tr>
<td>Chelsea Reinhardt</td>
<td>Deputy Director, Standards Division</td>
</tr>
<tr>
<td>Maggie Lee</td>
<td>Senior Coordinator, Governance Relations</td>
</tr>
<tr>
<td>Pamela Carpio</td>
<td>Senior Coordinator, Governance Relations</td>
</tr>
</tbody>
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List of abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tr>
<td>CET</td>
<td>Central European Time</td>
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<tr>
<td>SRSs</td>
<td>Sustainability Reporting Standards</td>
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<td>GSSB</td>
<td>Global Sustainability Standards Board</td>
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**Session 1: Welcome and Objectives for this call**

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

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

The meeting minutes were unanimously approved with no changes.

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

**Session 2: Transition to SRSs: Revised Foundation Standard**

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

Introduction sections

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

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

Effective Date

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

Revised definition of Boundary

GSSB members discussed the wording in certain sections and the naming of the overall section. The GSSB agreed to keep the term Boundary, despite its limitations, as it is consistent with the content understood by G4 reporters. The GSSB agreed to keep the current revised definition of Boundary, with possible additional wording improvements to be suggested by GSSB members ahead of the consultation draft sign-off date.

General reporting process

GSSB members discussed the positioning of the Reporting Principles within the Foundation standard. The GSSB agreed to move the Reporting Principles and their guidance to become the first section of the Foundation standard.

In accordance and SRS-referenced claims

GSSB members discussed several aspects of in accordance, including:

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

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

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

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

The GSSB agreed that in accordance requires complying with shall statements in both disclosures and methodology i.e. complying with all shall statements. To support this, the Standards Division
is to make this explicit within the text. The GSSB would also review all cases of shall statements within the methodology sections.

Content clarification issues

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

ACTION ITEMS

Standards Division

- Look into setting up an online repository for draft documents that can be accessed by GSSB members.
- Update wording around the ‘Effective date’ to clarify that earlier adoption is allowed/en-couraged.
- Re-position the Reporting Principles to become the first section in the Foundation standard.
- Consolidate a list of all shall statements that appear in the methodology section of SRSs under review.
- Include text within the Foundation standard that explicitly states that all methodology requirements (shall statements) must be followed in order to make an in accordance claim.
- Include text in the Foundation standard that makes it more clear the SRSs are only to be used and referenced in line with the three claim options described.

GSSB Members

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

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

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

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

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

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

ACTION ITEMS

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

GSSB Members
• Submit any further comments on the Consultation questions by 09 March.

Session 4: In Accordance Survey
Due to time constraints, the Standards Division proposed briefing the GSSB on this topic via email within the next few days.

ACTION ITEMS
Standards Division
• Send results of ‘In accordance’ Survey, including all comments made by GSSB members, to the GSSB in the next few days.

Session 5: Summary of Actions and Approvals
Due to time constraints, this session was skipped.

Session 6: Private Session - Branding
Due to time constraints, the Standards Division proposed briefing the GSSB on this topic via email within the next few days.

Decision & Action Items

DECISIONS
GSSB Decision 2016.03 The GSSB approved the minutes of the meeting held on 11 February 2016.

ACTION ITEMS
Standards Division
• Look into setting up on online repository for draft documents that can be accessed by GSSB members.
• Update wording around the ‘Effective date’ to clarify that earlier adoption is allowed/ encouraged
- Re-position the Reporting Principles to become the first section in the Foundation standard.
- Consolidate a list of all shall statements that appear in the methodology section of SRSs under review.
- Include text within the Foundation standard that explicitly states that all methodology requirements (shall statements) must be followed in order to make an in accordance claim.
- Include text in the Foundation standard that makes it more clear the SRSs are only to be used and referenced in line with the three claim options described.
- Include comments on “can” statements during the public consultation.
- Schedule a session with interested GSSB members to preview the Consultation platform within two weeks.
- Send results of 'In accordance' Survey, including all comments made by GSSB members, to the GSSB in the next few days.

**GSSB Members**

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