



United Nations Global Compact

Policy for the “Communication on Progress” (COP)

1. Objectives

1.1 The Communication on Progress (COP) is an annual disclosure through which a business informs stakeholders about its efforts in implementing the United Nations Global Compact and its principles.

1.2 As the central component of the Global Compact’s integrity measures, the COP’s main objective is to communicate publicly on continuous performance improvement. At the same time, the COP can also be an effective tool for stakeholder dialogue and the sharing of best and emerging practices.

1.3 As a public disclosure, the COP is an important demonstration of a business participant’s commitment to transparency and accountability. Failure to submit a COP for publication on the Global Compact website will thus result in a change of participant status and can eventually lead to the delisting of a business participant.

1.4 Non-business participants are not required to issue a COP.

Preparing a COP

2. Content

2.1 A COP must contain information on the ways in which a business has implemented the Global Compact and its principles. Ideally, a COP also presents an outlook on planned strategies and actions.

2.2 Participants are encouraged to use the sustainability reporting framework of the Global Reporting Initiative (GRI), a strategic partner of the Global Compact.

3. Minimum Requirements for COP

Every COP must meet minimum requirements in form and substance:

3.1 Statement of continued support

- The COP must contain a statement by the CEO (or equivalent) expressing continued support for the Global Compact and renewing the participant’s ongoing commitment to the initiative and its principles.

3.2 Description of actions

- During the first five years of participation in the Global Compact, a COP must address activities and, if applicable, policies, which reflect the company’s implementation of at least two of the four issue areas (human rights, labour, environment, anti-corruption) related to the principles.



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- After five years, business participants are required to address all four issue areas. In cases where a participant finds that an issue area is not relevant, an appropriate explanation must be provided in the COP.

3.3 Measurement of outcomes

- Each COP should identify targets, define performance indicators, and measure outcomes.

4. Format

4.1 To avoid duplication of efforts, a COP should be fully integrated in existing stakeholder communications, such as annual, corporate responsibility or sustainability reports. If this is not possible, the COP should be issued as a supplement to a formal report.

4.2 In the event that a business participant does not publish formal reports, a COP can be created as a stand-alone document.

4.3 COPs should be written in the language(s) of the majority of stakeholders. The Global Compact Office welcomes COPs in all languages.

4.4 Entirely web-based COPs are welcome.

Sharing and Submitting a COP

5. Sharing a COP with Stakeholders

5.1 Making a COP widely available to internal and external stakeholders is an essential component of communicating progress. Participants are encouraged to use the established methods of stakeholder communication.

6. Submitting the COP to the Global Compact Database

6.1 Business participants are required to submit an electronic version of their COP (preferably a PDF file) – and, if available, a link (URL) to the web page that contains their COP – to the Global Compact COP database (www.unglobalcompact.org/admin).

6.2 Business participants submitting a COP to the online database are required to provide additional information intended to improve searchability of the COP's content.

6.3 COPs that meet the minimum requirements are published on the Global Compact's public website (www.unglobalcompact.org).

7. COP Deadlines and Sanctions

7.1 Every business participant is required to submit its first COP within one year from the date of joining the Global Compact. All subsequent COPs are due within one year following the previous submission. Upon request, COP submission deadlines can be adjusted to standard reporting cycles.

7.2 If a delay in communication is foreseen or if a COP has been rejected for not meeting the minimum requirements, business participants may be granted a grace period of 90 days. In the case of a delay, this grace period is granted if the participant posts a reasonable explanation for



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the delay (e.g. changes to reporting cycles) on the Global Compact website and provides a projected date when the COP will be submitted.

7.3 Business participants that fail to meet the COP deadline will be marked as “non-communicating” on the Global Compact website.

7.4 Business participants that fail to submit a COP after having been “non-communicating” for one year, will be delisted from the Global Compact. Organizations that have been delisted must reapply to join the initiative. Their new letter of commitment must include a COP. The Global Compact Office, on a regular basis, publishes the names of business participants that have been delisted for failure to communicate on progress.

8. Additional Information, Guidance and Contact

For further information, guidance materials, and to access the searchable database of COPs, visit the Global Compact website (www.unglobalcompact.org).

For questions related to the COP policy and the submission process, please contact: cop@unglobalcompact.org.

3 April 2009