



COP: Does and Don'ts

“Public transparency and accountability are cornerstones of the Global Compact”

– Georg Kell

What is a “good” COP?



- Quality: Balanced, clear, credible
- Comprehensiveness: Follow management cycle

I GETTING STARTED

Develop your company's business case for human rights
Make use of existing human rights resources and guidance materials, available on platforms like www.business-humanrights.org

Understand the implications of the first two principles of the UN Global Compact: to support and respect human rights within your business and your sphere of influence, and to make sure that you are not complicit in human rights abuses

Develop and encourage a transparent and rights-aware approach to your business including by:

- Identifying and consulting with key stakeholders – including unions – to understand their concerns and expectations
- Identifying the key rights at issue, and the potential responsibilities of your company and the appropriate responses

VIII REPORTING

Report annually to stakeholders on progress against human rights policy pledges

Decide which human rights impacts are priorities for you to report on

Submit a link/description to the Global Compact website (if Global Compact participant)

In particular, explain to both internal and external stakeholders how the company sets its human rights priorities and what it attempted to meet its key human rights policy objectives

VII MEASURING IMPACT & AUDITING

Get relevant performance indicators for measuring human rights impact across the different functions of your business

Apply continuous monitoring of practice and benchmark against other relevant companies to make sure that human rights policies are being applied

Undertake internal human rights-based audits and consider using third parties to make sure human rights policies are being applied

Use the monitoring and evaluation processes as a tool for raising internal awareness and building the capacity of supplier management

Use audit findings to inform the strategic development of your business with respect to human rights

II STRATEGY

Find out what you are already doing on human rights e.g. under health and safety, union relations and human resources

Identify risks and opportunities and priorities for action, including by:

- Considering – in collaboration with operational colleagues – the nature and scope of the company's human rights impacts and responsibilities in relation to core business and relations with business partners (supply and distribution chains), local communities and governments
 - Comparing current performance against industry standards and good practice
 - Conducting a human rights risk or impact assessment, eg. using the ERF/FCI/NGO Human Rights Impact Assessment Guide, the SAIHO Matrix, or the Danish Institute's Human Rights Compliance Assessment Tool
 - Identifying any past human rights challenges for the company and feeding lessons into future decision-making
 - Prioritising the key human rights objectives for the company
- Assign senior management/board level responsibility for the implementation of the company's human rights strategy

III POLICY

Use the term "human rights" within policy statements and refer to international agreements, especially the Universal Declaration of Human Rights and ILO core conventions

Include human rights in your existing policies

Develop specific human rights policies where appropriate

Develop local policies that align with global policies to meet local situations

Publish policies internally and externally and apply policies globally and across all operations of the company

Review your policy periodically on the basis of implementation experience and be ready to revise if necessary

IV PROCESSES & PROCEDURES

Establish procedures for managing any identified human rights-related risks and opportunities

Adequately address human rights impacts and risks within business processes, including by:

- Opting to conduct a dedicated human rights impact assessment or ensuring that environmental and social impact assessments encompass human rights
- Ensuring that other company policies, processes and procedures do not conflict with those on human rights
- Including human rights responsibilities in job descriptions and performance appraisals of key personnel
- Seeing that human rights issues are appropriately addressed in contracts with business partners

Put in place management systems for human rights policy implementation, monitoring and reporting across the company

Learn from sector-wide business initiatives on human rights

Consider a collective action approach with industry peers where appropriate

Provide mechanisms to protect employees who report potential human rights concerns within the company or with business partners

V COMMUNICATIONS

Show understanding of why human rights are important to business communications

Integrate human rights into your internal and external communications where appropriate

Communicate procedures to employees and business partners

Make procedures available in local languages and accessible to those unable to read

Openly acknowledge events where the company ran into difficulty or could have dealt with a problem more effectively

Use open and ongoing communication as a vehicle to gain active support from stakeholders in resolving problems

VI TRAINING

Identify target groups in your business to receive human rights training

Review the different types of training materials available

Integrate real life dilemma solving into training efforts

What is the value of COP?



- The value of sustainability reporting in general lies in both the creation of the report (internal benefits) and in sharing it publicly (external benefits).

What should be done (1/2)



- Implement the UNGC and its principles
 - create the story
- Start the COP when joining the UNGC
 - important decisions on scope, boundary, KPIs etc.
- Make the Connections – Don't start from scratch
 - ▣ Use existing corporate communications
 - ▣ Find the relevant people within your organization
- Provide context

What should be done (2/2)



- Look back – and ahead
 - ▣ Achievements, trends, learnings
 - ▣ Plans, targets
- Be specific and clear
- Balanced and credible
 - ▣ Internal verification
 - ▣ External verification
- Make your COP accessible
 - ▣ Language and structure
 - ▣ Dissemination and invitation for feedback

What should not be done



- ❑ Start thinking of the COP shortly before the deadline
- ❑ Outsource the writing of the COP
- ❑ Report to the UNGC Office
- ❑ Reliance on commitments only
- ❑ Leave major gaps of information
- ❑ Pretend that everything is fine
- ❑ Complicated language (jargon)