



The GRI Sustainability Reporting Guidelines

Main Features of G4

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G4 in Russian



**The Russian
translation of G4 was
kindly sponsored by:**

SIDA

(Swedish International
Development Cooperation
Agency)

**GRI thanks everyone
involved!**

Presentation outline

- GRI and the G4 development
- Launch of the G4 Guidelines
- Key highlights of G4:
 - Focus on materiality
 - ‘In accordance options’
 - Other highlights
- G4 Guidelines and GRI Report Services



REPORTING PRINCIPLES
AND STANDARD DISCLOSURES

GRI and the G4 development

GRI's mission



**To make sustainability reporting
standard practice by providing
guidance and support to
organizations**

GRI's Guidelines

2000
Guidelines

G2

G3

G3.1

G4

2000

2002

2006

2011

2013



Why G4?

When G4 started, GRI anticipated:

- Continued strong growth in sustainability reporting
- Increased interest in what organizational leadership identifies as critical sustainability topics (and how it will address these impacts)
- Increasing interest from report users for clearly-presented and accessible information
- Harmonization between reporting systems
- Increased integration of financial and sustainability reporting

G4 development

- Over **2,5 years** of activities
- **120 international experts** in Working Group from all stakeholder groups (business, labor, investors, civil society)
- Over **80 workshops** with more than **2000 participants**
- **2 public comment periods** with over **2500 participants**
- **3500 pages** of written **feedback** generated through workshops and public
- GRI **governance bodies** gave final approval on G4

G4 SUSTAINABILITY
REPORTING
GUIDELINES



Launch of the G4 Guidelines

REPORTING PRINCIPLES
AND STANDARD DISCLOSURES

www.globalreporting.org



G4 Launch at the GRI Conference

- Over 1600 people, from over 80 countries
- Over 40 sessions, around 200 speakers



Transition period

- GRI will continue to recognize reports based on G3 and G3.1 Guidelines for up to two full reporting cycles
- Reports published after **31 December 2015** should be prepared in accordance with the G4 Guidelines
- GRI recommends that first time reporting organizations use the G4 Guidelines

Resources

- G4 Frequently Asked Questions
- Overview tables of changes in Standard Disclosures from G3/G3.1 to G4
- G4 videos and presentations from the GRI Conference




This table, titled "OVERVIEW OF CHANGES IN STANDARD DISCLOSURES FROM G3 TO G4 GUIDELINES", provides a detailed comparison of disclosure requirements between G3 and G4. It lists various disclosure topics such as "General Information", "Materiality", "Stakeholder Engagement", "Economic", "Environmental", and "Social" impacts, and indicates whether each topic is "New", "Revised", or "Continued" in G4. The table is color-coded to highlight these changes.

This is the continuation of the table from the previous image, showing further details of the changes in standard disclosures from G3 to G4. It continues the list of disclosure topics and their status in the new guidelines.



Key highlights of G4

**REPORTING PRINCIPLES
AND STANDARD DISCLOSURES**

- 
1. Focus on what matters, where it matters
 2. Two reporting options ('in accordance')
 3. New structure
 4. Updated content
 5. Transparency in communicating assurance
 6. Other – Harmonization, Sector Disclosures, Integrated Reporting

Key highlights of G4

1. Focus on what matters, where it matters
2. Two reporting options ('in accordance')

1. Focus on what matters, where it matters



1. Definition

Materiality: The report should cover Aspects that:

- Reflect the organization's significant economic, environmental and social impacts; or
- Substantively influence the assessments and decisions of stakeholders

1. What?

- G4 is about... identifying **what is critical to be managed and changed**, even if the organization is not ready to manage it
- G4 is not about... all possible sustainability related topics that the organization monitors. The **report is focused** on the material topics

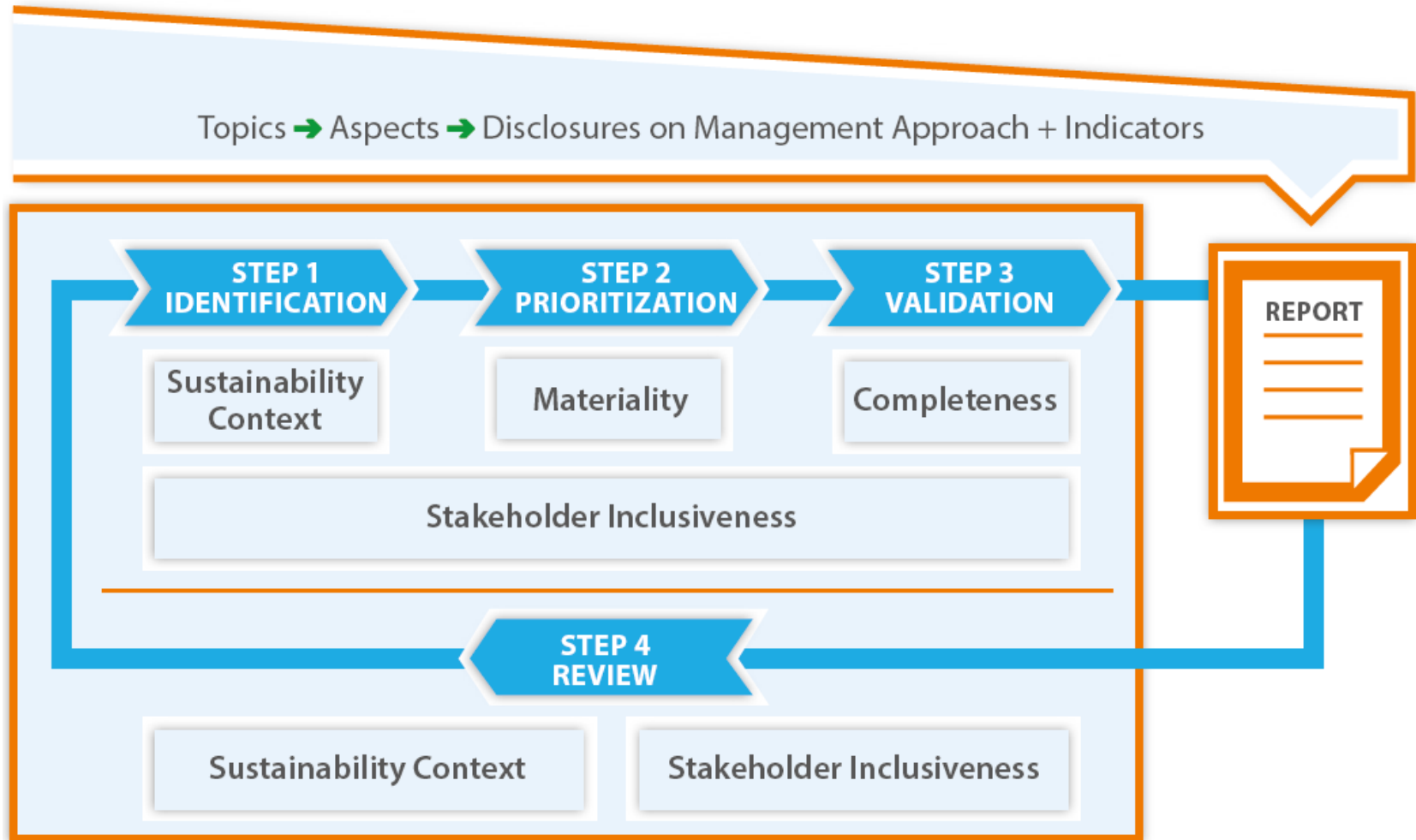
1. Why?

Emphasis on what is material and where:

- encourages organizations to concentrate on the **sustainability impacts that matter**
- encourages organizations to provide only **critical information for stakeholders**
- results in reports that are more **strategic**, more **focused**, more **credible**, and **easier to navigate**

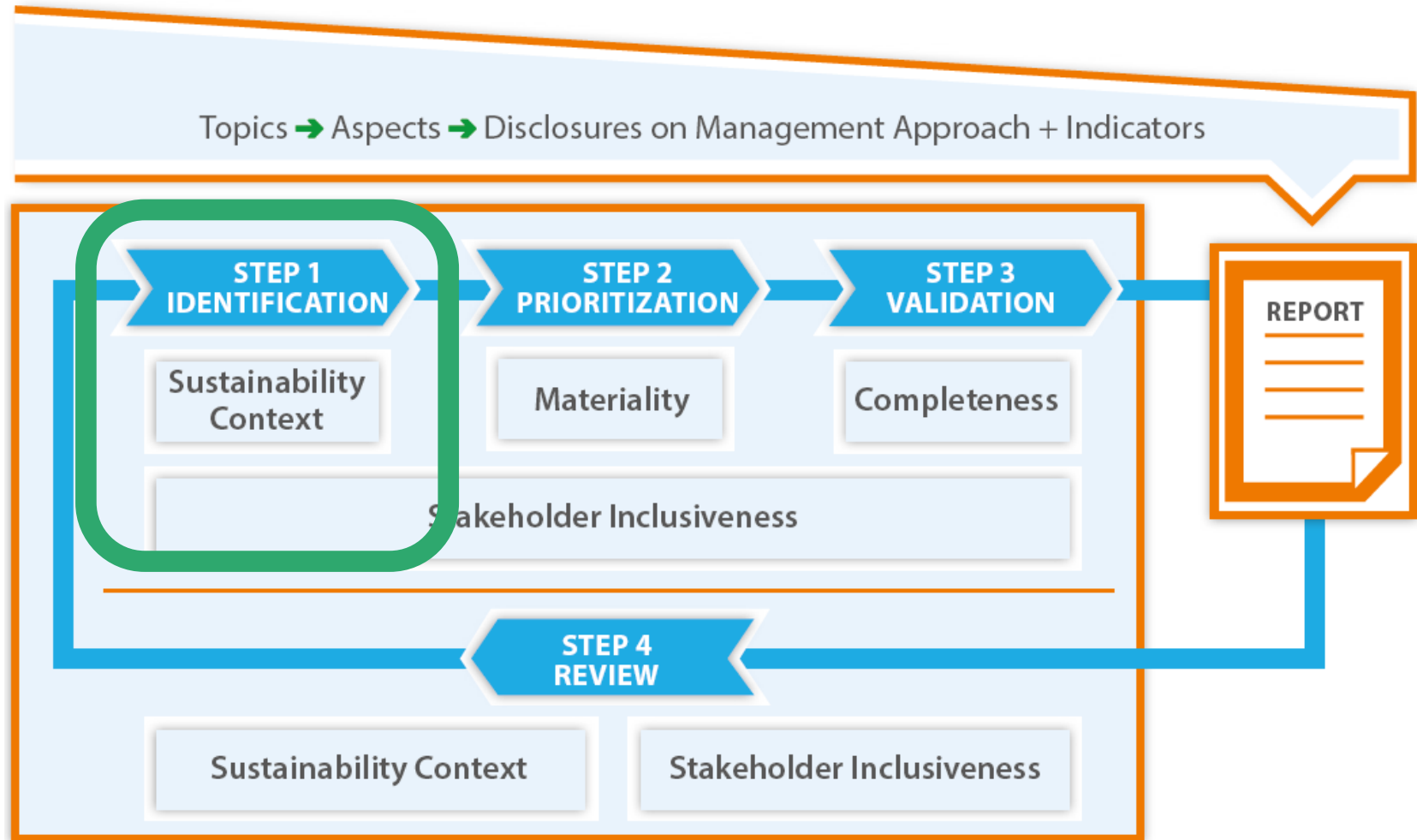
1. Guidance

Defining Report Content and Boundaries: the Process



1. Identification

Defining Report Content and Boundaries: the Process

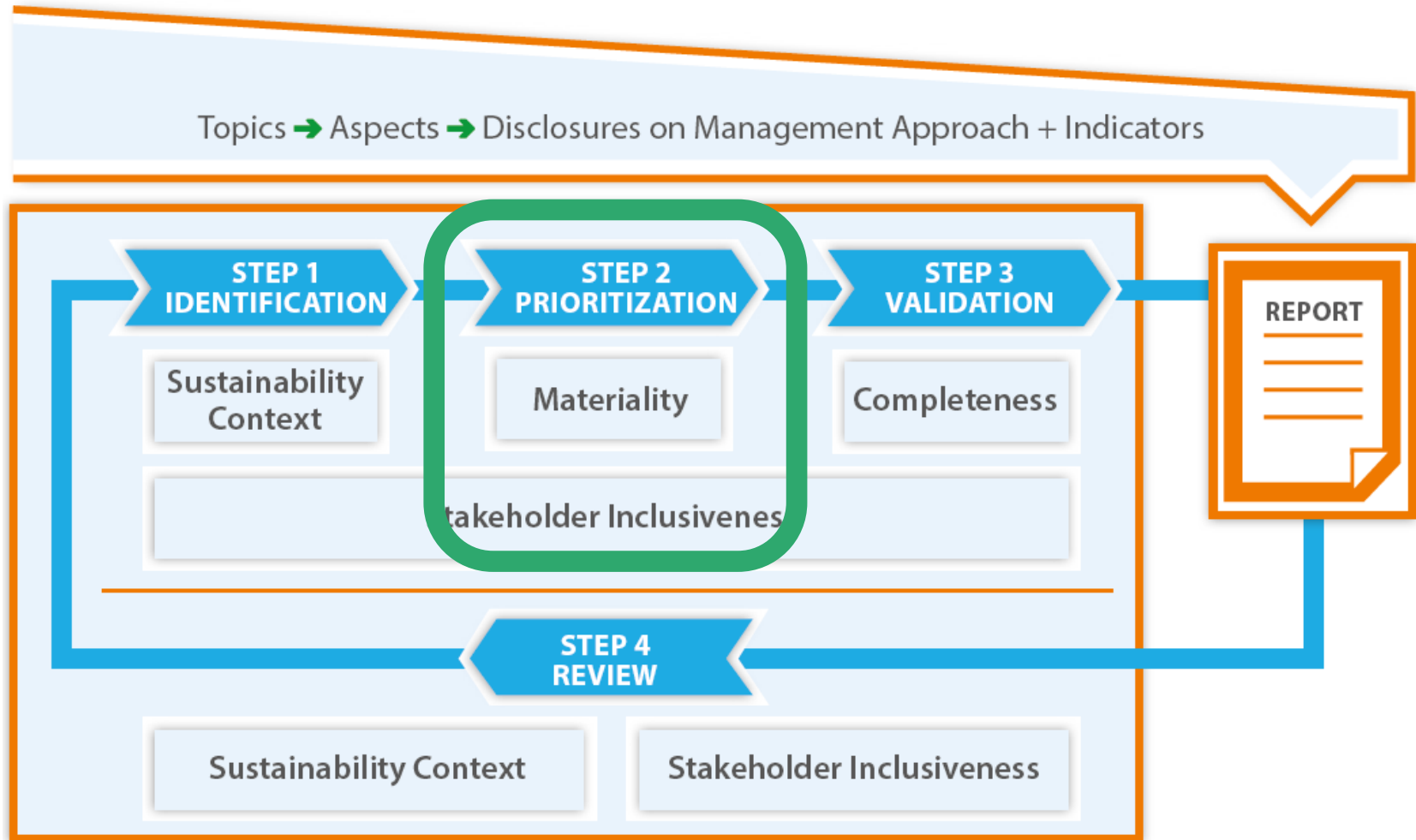


1. Identification

- An organization should **identify relevant topics and impacts within and outside** of the organization
- In G4 '**boundary**' refers to the description of where impacts occur for each relevant topic. The emphasis is on **where impacts occur** within or outside of the organization
- **Boundaries** may **vary** depending on the relevant topic

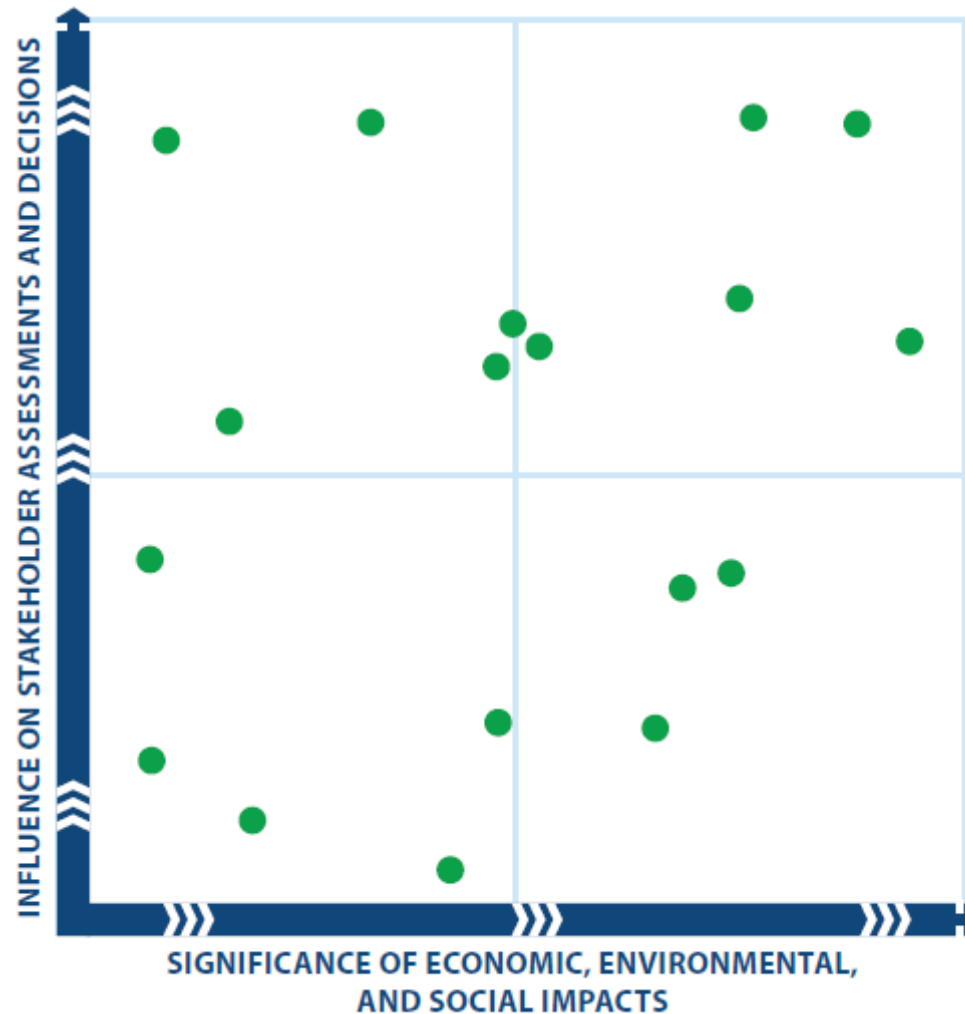
1. Prioritization

Defining Report Content and Boundaries: the Process



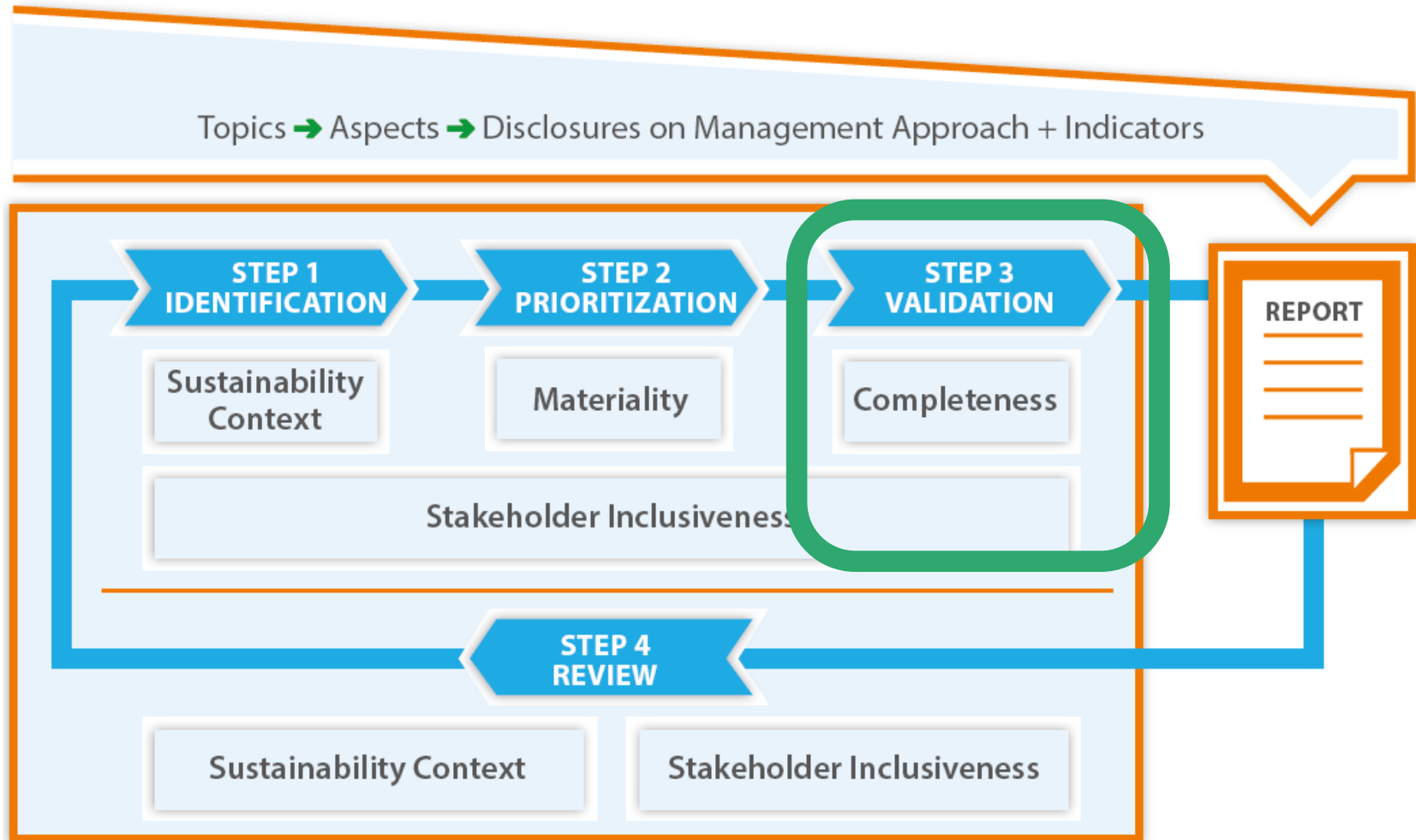
1. Prioritization

Visual representation of prioritization of Aspects



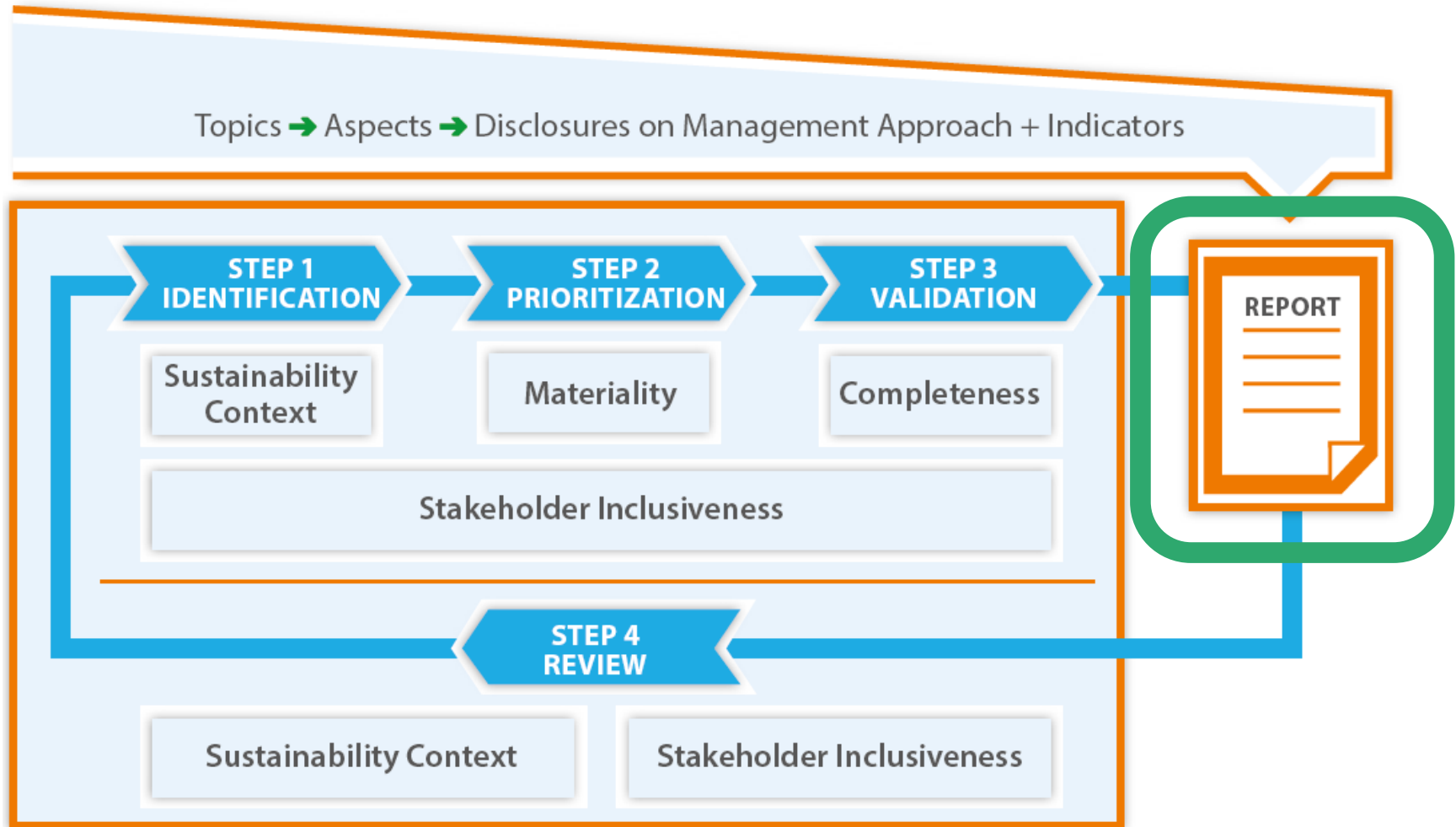
1. Completeness

Defining Report Content and Boundaries: the Process



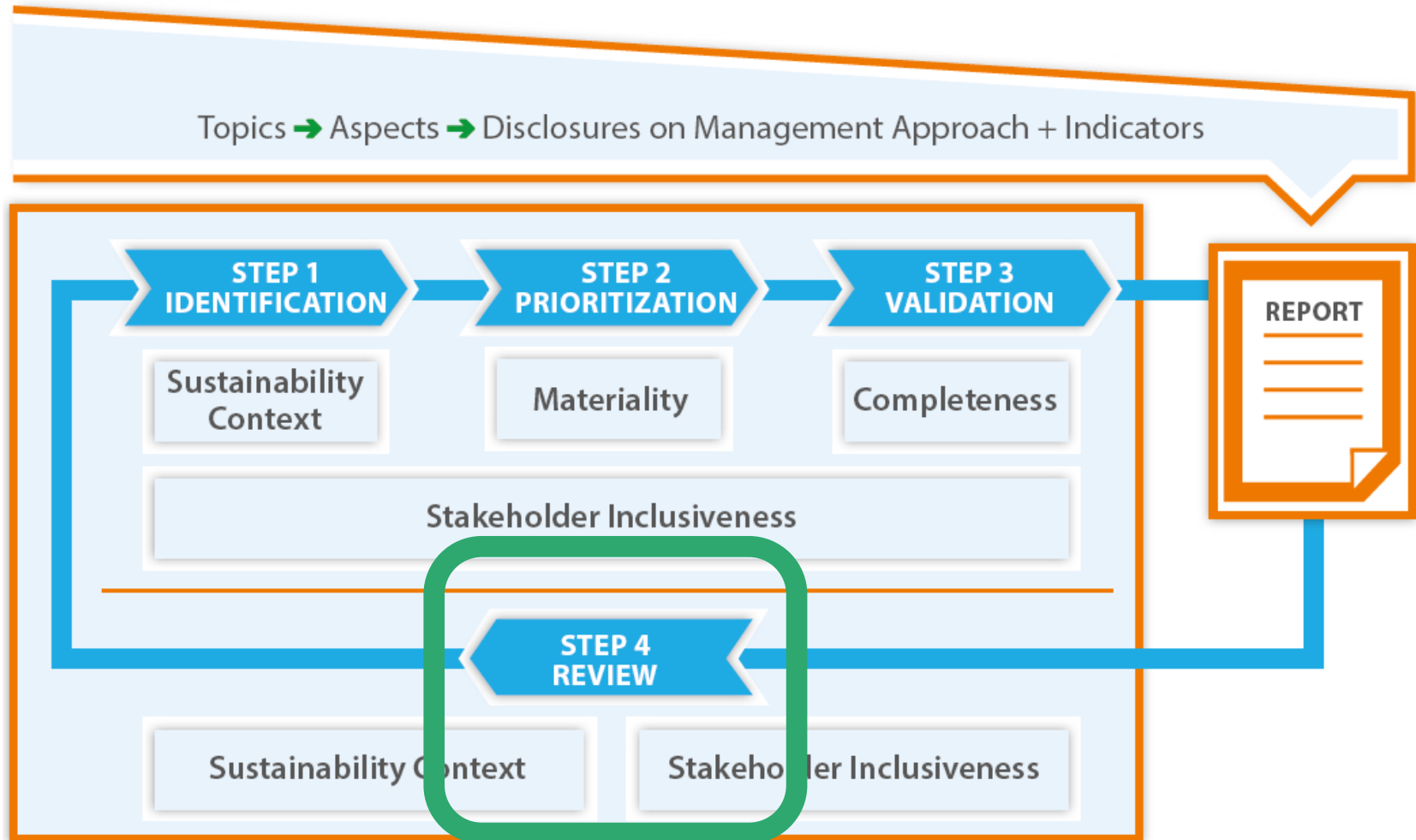
1. Reporting

Defining Report Content and Boundaries: the Process



1. Review

Defining Report Content and Boundaries: the Process



General Standard Disclosures

IDENTIFIED MATERIAL ASPECTS AND BOUNDARIES



- Explain the process for defining the report content and the Aspect Boundaries
- Explain how the organization has implemented the Reporting Principles for Defining Report Content

General Standard Disclosures

IDENTIFIED MATERIAL ASPECTS AND BOUNDARIES

G4-17

G4-18

G4-19

G4-20

G4-21

G4-22

G4-23

List all the material Aspects identified in the process for defining report content

General Standard Disclosures

IDENTIFIED MATERIAL ASPECTS AND BOUNDARIES

 G4-17	 G4-18	 G4-19	 G4-20	 G4-21	 G4-22	 G4-23
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- For each material Aspect, report the entities within the organization for which the Aspect is material
- For each material Aspect, report the entities outside of the organization for which the Aspect is material

2. Two reporting options ('in accordance')



2. Options

Two options:

- **Core**
- **Comprehensive**

Both focus on the process for defining material Aspects and Boundaries and its outcomes

2. Material Aspects and Boundaries

TABLE 3: REQUIRED GENERAL STANDARD DISCLOSURES

General Standard Disclosures	'In accordance' – Core (This information should be disclosed in all cases)	'In accordance' – Comprehensive (This information should be disclosed in all cases)
Strategy and Analysis	G4-1	G4-1, G4-2
Organizational Profile	G4-3 to G4-16	G4-3 to G4-16
Identified Material Aspects and Boundaries	G4-17 to G4-23	G4-17 to G4-23
Stakeholder Engagement	G4-24 to G4-27	G4-24 to G4-27
Report Profile	G4-28 to G4-33	G4-28 to G4-33
Governance	G4-34	G4-34 G4-35 to G4-55(*)
Ethics and Integrity	G4-56	G4-56 G4-57 to G4-58(*)
General Standard Disclosures for Sectors	<i>Required, if available for the organization's sector(*)</i>	<i>Required, if available for the organization's sector(*)</i>

(*) Reasons for omission may apply in exceptional cases

2. Specific Standard Disclosures

TABLE 4: REQUIRED SPECIFIC STANDARD DISCLOSURES (DMA AND INDICATORS)

Specific Standard Disclosures	'In accordance' – Core	'In accordance' – Comprehensive
Generic Disclosures on Management Approach	For material Aspects only(*)	For material Aspects only(*)
Indicators	At least one Indicator related to each identified material Aspect(*)	All Indicators related to each identified material Aspect(*)
Specific Standard Disclosures for Sectors	<i>Required, if available for the organization's sector and if material(*)</i>	<i>Required, if available for the organization's sector and if material(*)</i>

() Reasons for omission may apply in exceptional cases*

2. Reasons for Omission

(*) REASONS FOR OMISSION

In **exceptional cases**, if it is not possible to disclose certain required information, the report should clearly:

- a) Identify the information that has been omitted
- b) Explain the reasons why the information has been omitted

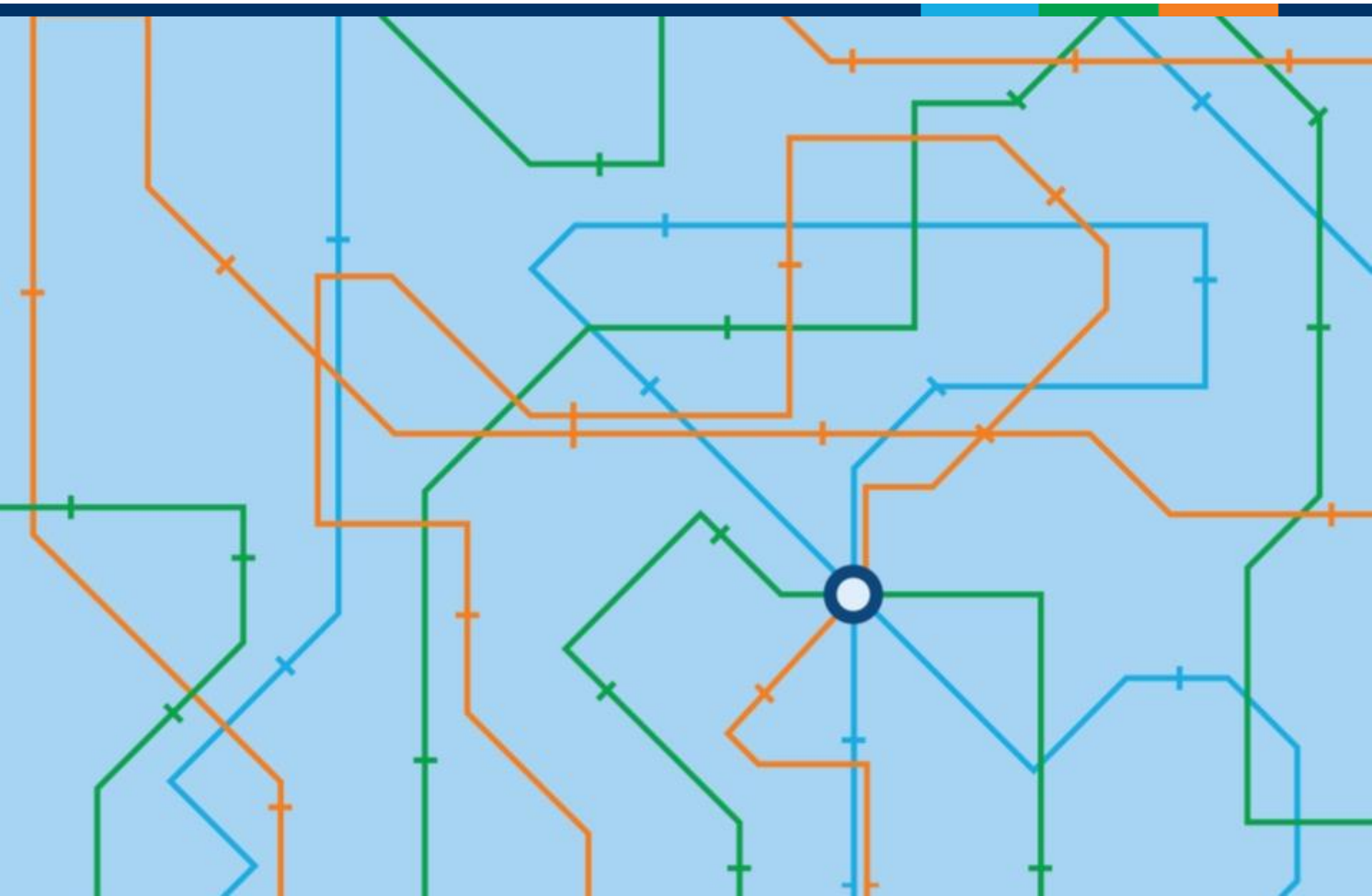
There are **4 valid reasons** for omission

2. Reasons for omission

(*) REASONS FOR OMISSION

- A Standard Disclosure, part of a Standard Disclosure, or an Indicator is **not applicable**; the reason why it is considered to be not applicable should be disclosed
- The information is subject to specific **confidentiality constraints**; those constraints are to be disclosed by the organization
- The existence of specific **legal prohibitions**; a reference to the specific legal prohibitions should be made
- The **information is currently unavailable**. In the case of the unavailability of data, the organization should disclose the steps being taken to obtain the data and the expected timeframe for doing so

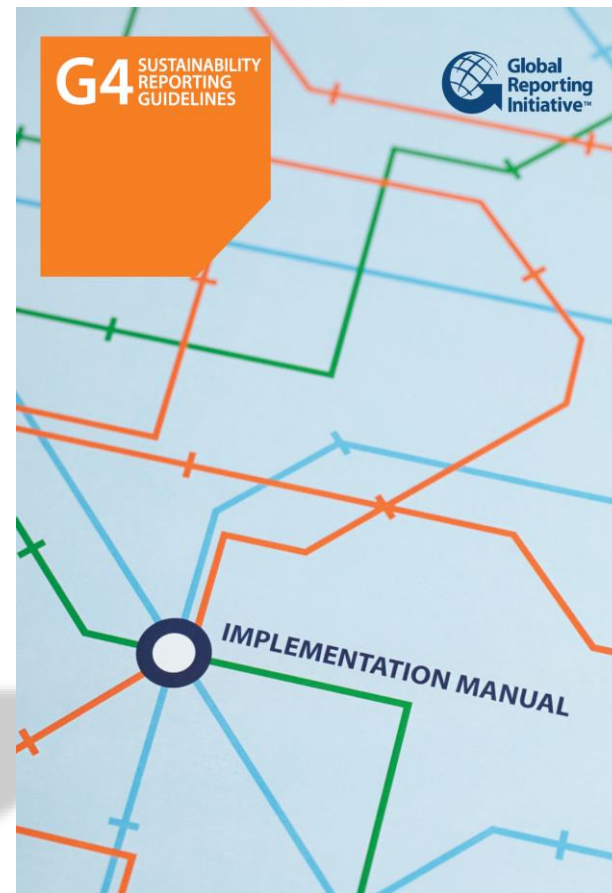
Questions & Answers



Key highlights of G4

- 3. New structure
- 4. Updated content
- 5. Transparency in communicating assurance

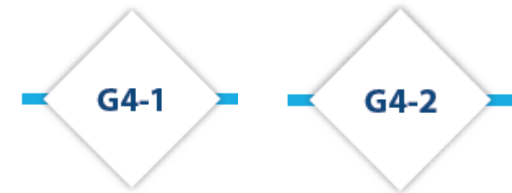
3. New structure



Download both parts for free on www.globalreporting.org

3. New structure

General Standard Disclosures



Specific Standard Disclosures

- Disclosures on Management Approach



- Indicators



4. Updated General Standard Disclosures

Supply Chain

- G4-12: Description of the supply chain (Core & Comprehensive)

Governance

- G4-34: Governance structure (Core & Comprehensive)
- G4-35 – G4-55 (Comprehensive)

Ethics and Integrity

- G4-56: Ethical values (Core & Comprehensive)
- G4-57 – G4-58 (Comprehensive)

4. Updated DMAs

Generic DMA format to be used with any Aspect:



G4-DMA

- a. Report why the Aspect is material. Report the impacts that make this Aspect material.
- b. Report how the organization manages the material Aspect or its impacts.
- c. Report the evaluation of the management approach, including:
 - The mechanisms for evaluating the effectiveness of the management approach
 - The results of the evaluation of the management approach
 - Any related adjustments to the management approach

4. Updated indicators

Supply Chain

- G4-EC9: Spending on local suppliers
- Supplier screening and assessment for environmental, labor practices, human rights and society – related impacts

Energy & Emissions

- G4-EN3 – G4-EN7
- G4-EN15 – G4-EN21

Anti-corruption & Public Policy

- G4-SO3 – G4-SO6

5. Transparency in communicating assurance

- **Not required** for 'in accordance' core or comprehensive
- **GRI recommends** the use of external assurance
- Standard Disclosure **G4-33** requires a description of the external assurance approach
- External assurance indicated for each Standard Disclosure in the **GRI Content Index**

5. Content Index

GRI Content Index

GENERAL STANDARD DISCLOSURES			
General Standard Disclosures	Page	Omissions In exceptional cases, if it is not possible to disclose certain required information, provide the reason for omission (as defined on p. 13).	External Assurance Indicate if the Standard Disclosure has been externally assured. If yes, include the page reference for the External Assurance Statement in the report.
STRATEGY AND ANALYSIS			
G4-1		Not applicable	
G4-2		Not applicable	
ORGANIZATIONAL PROFILE			
G4-3		Not applicable	
G4-4		Not applicable	
G4-5		Not applicable	
G4-6		Not applicable	
G4-7		Not applicable	
G4-8		Not applicable	
G4-9		Not applicable	
G4-10		Not applicable	

Questions & Answers



Key highlights of G4



Harmonization

Sector Disclosures

Integrated Reporting

Harmonization

- OECD Guidelines for Multinational Enterprises
- United Nations Global Compact 'Ten Principles'
- UN Guiding Principles on Business and Human Rights

The quick links section includes tables showing how the G4 Standard Disclosures relate to these frameworks

Sector Disclosures



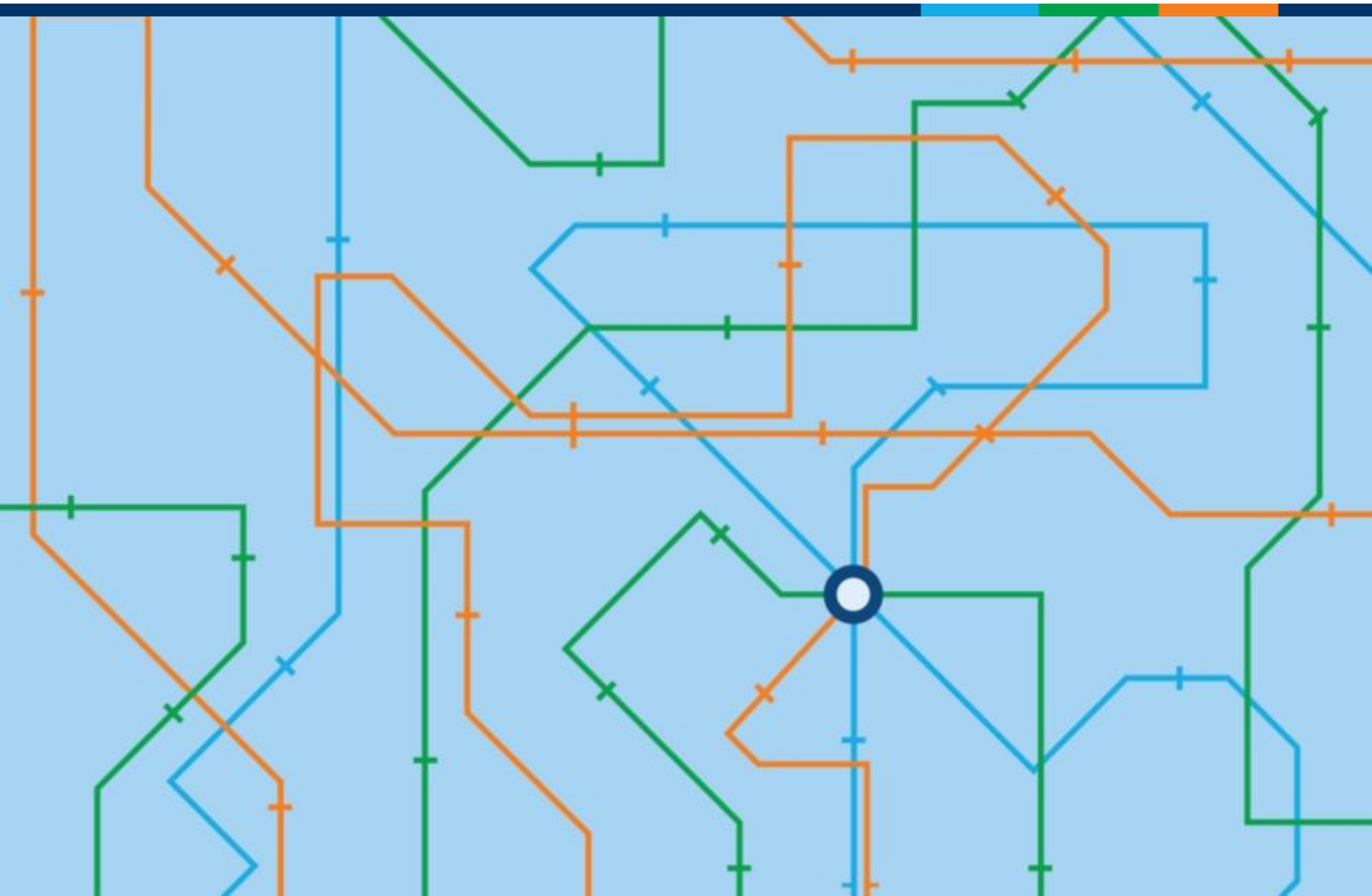
- **10 Sector Supplements** content reorganized based on G4
- Reporters to consider this content when defining what is material
- Sector disclosures are **to be reported if material**
- 10 G4 “Sector Disclosures” documents will be published on the GRI website

Integrated reporting

G4 is designed to provide guidance on how to best **present sustainability disclosures** in different report formats...



... be they standalone sustainability reports, integrated reports, annual reports or other disclosure formats.

Questions & Answers



G4 Guidelines and GRI Report Services

REPORTING PRINCIPLES
AND STANDARD DISCLOSURES

- 
- 
1. 'Materiality Matters' Check
 2. Featured Reports Service
 3. Certified Software and Tools Program
 4. XBRL Taxonomy
 5. Sustainability Disclosure Database
 6. Application Level Check for G3/G3.1 only

1. 'Materiality Matters' check (G4)



'Materiality Matters' check

verifies that at the time of publication of the G4 Guidelines-based report, **the locations** of General Standard Disclosures G4-17 to G4-27 **were correctly located** in both the content index and in the text of the final report

2. Featured Reports service



Resource Library

E-shop

INFOR

Basic

- Profiling of an organization's report on GRI's website
- Announcement of the report's publication in GRI's Global newsletter
- A profiled entry on the Sustainability Disclosure Database

Premium

- **Additional Feature!** Spotlight in the Newsletter and Reporting Hub of GRI's website

Reports based on G3/G3.1 and G4 can be featured!

FEATURED REPORTS

See more »



3. Certified Software and Tools

- 18 different software contain certified GRI content
- Certification of the G3/G3.1 content is no longer possible
- Certification of the G4 content started on 1 September 2013



4. GRI Taxonomy

GRI Taxonomy is developed with joint effort of **GRI** and **Deloitte Netherlands**.



GRI Taxonomy is a **digital classification system** that provides structure, definitions, labels and attributes to the reporting elements required by the GRI Guidelines.



GRI Taxonomy 2013 covers **G4** Guidelines as well as **G3.1** and **G3** Guidelines.

GRI Taxonomy enables organization to prepare digital reports



Reporting organizations can benefit from a well-defined structured format for collecting and disseminating sustainability information.

Stakeholders can receive consistent and high quality information.

Analysts can easily access data in companies' reports and make more time for data analysis.



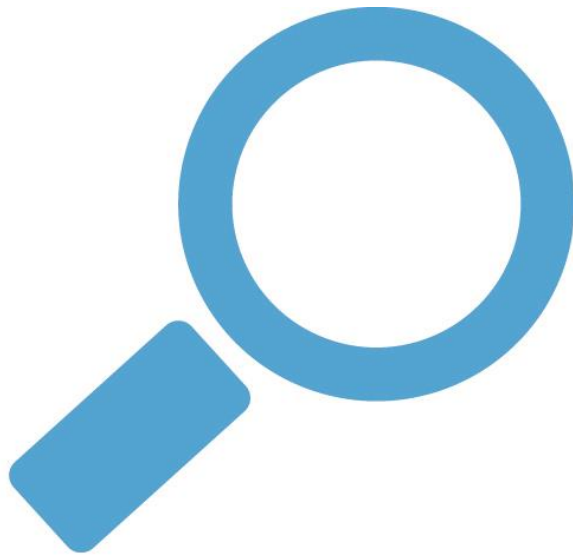
GRI will support organizations that are planning to use the GRI Taxonomy to tag their G4 reports.

'Early Birds' program will be announced in February 2014.

For more information, please contact XBRL@globalreporting.org

Or visit GRI website: XBRL Taxonomy

5. Sustainability Disclosure Database



CATALOGUE

Free registration of reporting organizations and their sustainability reports, whether GRI-based or otherwise

Supported by Data Partners network. Data Partner is Russia:

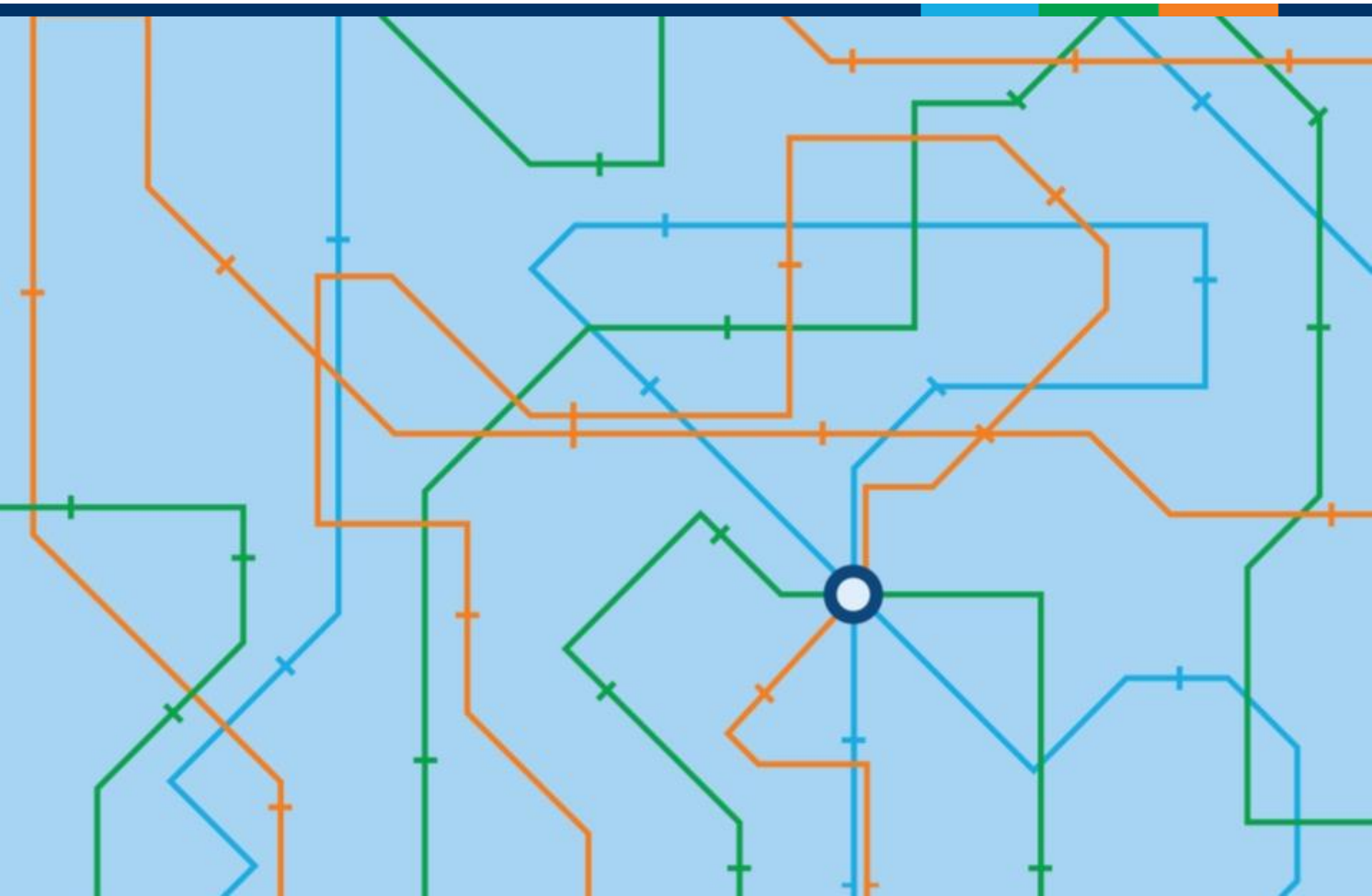
- Da-Strategy
- The Russian Federation of Industrialists and Entrepreneurs (RSPP)

Standard Disclosures:

^aSector supplement in final version

^aSector supplement in final version

Questions & Answers



Thank you to the hosts and sponsors



Supporting sponsors:



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Network partner:



Russian Union of Industrialists and Entrepreneurs

G4

The map for your sustainability journey

Technical inquiries about G4:
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To provide feedback on G4:
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