COP Self-Assessment Guidance

Introducing questions on gender in the COP Self-Assessment submission

Women’s Empowerment Principles and UN Global Compact Reporting Team
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The United Nations Global Compact

The UN Global Compact is the world’s largest voluntary corporate sustainability initiative offering guidance to business on how to align their operations and strategies with ten universally accepted principles in the areas of human rights, labour, environment and anti-corruption. The Women’s Empowerment Principles encourages companies to join the UN Global Compact as an opportunity to showcase your work on gender equality.

“A more sustainable and inclusive global economy”
The Women’s Empowerment Principles

The Women's Empowerment Principles are a set of 7 Principles for business offering guidance on how to empower women in the workplace, marketplace and community. They are the result of a collaboration between the United Nations Entity for Gender Equality and the Empowerment of Women (UN Women) and the United Nations Global Compact.

Subtitled Equality Means Business, the voluntary principles seek to point the way to best practice by elaborating the gender dimension of corporate responsibility, the UN Global Compact, and business' role in sustainable development.
WEPs and Reporting

- There is no official reporting requirement associated with the WEPs. However, Principle 7 underscores that accountability and transparency go hand-in-hand. Companies that have signed the CEO Statement of Support (shown to your right) have explicitly stated their intention to measure and publicly report on their progress towards gender equality in their workplace, marketplace and community. The CEO Statement of Support text reads “We will strive to use sex-disaggregated data in our sustainability reporting to communicate our progress to our own stakeholders.”

- In 2012 the UN Women and UN Global Compact partnership, with support from E&Y, produced a gender-specific guidance called The Women’s Empowerment Principles: Reporting on Progress. This was in response to requests from businesses that have signed the CEO Statement of Support and others.

  The guidance offers:
  - Practical advice on how to report on implementation of each of the 7 WEPs.
  - Provides reporting approaches, examples, and indicators for each Principle.
  - Aligns with established reporting frameworks.
Business participants in the UN Global Compact commit to make the Global Compact ten principles part of their business strategies and day-to-day operations, while also committing to issuing an annual Communication on Progress (COP). A COP is a public disclosure to stakeholders on progress made in implementing the ten principles, and in supporting broader UN development goals.

The COP requirement serves several important purposes:

• Advances transparency and accountability;
• Drives continuous performance improvement;
• Safeguards the integrity of the UN Global Compact and the United Nations; and
• Helps build a growing repository of corporate practices to promote dialogue and learning.
Adding the additional questions will:

• Encourage and support transparency around implementation of the WEPs and integration of gender equality into corporate sustainability reporting;

• Help track progress, identify gaps, benchmark performance, and demonstrate progress to key stakeholders.

• Allow the Global Compact to collect data that can inform the development of engagement opportunities for WEPs signers.

• Recognize the Global Compact’s robust reporting mechanism as the primary avenue for reporting on implementation of the WEPs and thereby encourage those who are not yet GC participants to join.

• Minimize the additional work and time required of your company representatives (compared to an independent reporting mechanism for the WEPs).
COP Submission Practice

• After logging in to the UNGC website, you will be taken to an administrative page which will allow to submit your company’s COP.

• During your COP submission process, you will be asked to complete a COP Self-Assessment, which indicates the contents of your COP.
COP Self-Assessment

- Once you have gone through the process to complete your COP and confirm your submission, your COP will be automatically published on the Global Compact website. You will be automatically directed to the ‘Communication on Progress Details’ screen, shown to your right, which will display your differentiation level and the results of your self-assessment.
Companies that have signed the CEO Statement of Support for the WEPs, will now answer 4 new gender-specific questions when submitting their Communication on Progress (COP)

• Starting on **October 1**\textsuperscript{st}, **2014**
• Regardless of COP level
• Each question has associated good practices – companies will mark the applicable options
• Answer to questions will not affect COP level
Questions on Gender

The COP describes policies and practices related to supporting women’s empowerment and advancing gender equality in the workplace.

The COP describes policies and practices related to supporting women’s empowerment and advancing gender equality in the marketplace.

The COP describes policies and practices related to supporting women’s empowerment and advancing gender equality in the community.

The COP contains or refers to sex-disaggregated data.
This is a sample of one of the gender related questions, specifically question 2 referring to the policies and practices that advance gender in the marketplace. This image shows some of the best practices you will see listed under each question. Again, you will check the box of each best practice that applies.

<table>
<thead>
<tr>
<th>The COP describes policies and practices related to supporting women’s empowerment and advancing gender equality in the marketplace</th>
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</thead>
<tbody>
<tr>
<td>- Supplier diversity programme</td>
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<tr>
<td>- Composition of supplier base by sex</td>
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<tr>
<td>- Support for women business owners and women entrepreneurs</td>
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<tr>
<td>- Supplier monitoring and engagement on women’s empowerment and gender equality including promotion of the Women’s Empowerment Principles to suppliers</td>
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<tr>
<td>- Gender-sensitive marketing</td>
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<tr>
<td>- Gender-sensitive product and service development</td>
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<tr>
<td>- No practice for this criterion has been reported</td>
</tr>
<tr>
<td>- Other established or emerging best practices</td>
</tr>
<tr>
<td>- Any relevant policies, procedures, and activities that the company plans to undertake by its next COP to address this area, including goals, timelines, metrics, and responsible staff</td>
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</tbody>
</table>
Each question will have the option to allow the company to add any other practices they implement and to indicate their plans for the next COP cycle.

- Other established or emerging best practices
  [Specify in under 255 characters, including spaces. Alternatively, indicate if your COP does not address this but explains the reason for omission (e.g., topic deemed immaterial, legal prohibitions, privacy, competitive advantage).]
- Any relevant policies, procedures, and activities that the company plans to undertake by its next COP to address this area, including goals, timelines, metrics, and responsible staff
One WEPs signatory includes information about the breakdown of employees by gender (even so much as to separate by permanent, temporary, part-time, & full-time: see the image above), gender based grievances, salary gap by gender, contract termination by gender, maternity/paternity leave, and training hours by gender in its annual sustainability report.
Another signatory conducts gap assessments measuring progress towards the 7 Women’s Empowerment Principles. In 2014, the company decided to include this gap analysis (part of which you will see to the left) in the annual report to its shareholders, demonstrating the company’s commitment to Principle 7.
Next steps for Companies:

• Complete your COP submission with the additional gender questions (starting 1 October 2014)
• Inform the WEPs team or your Local Networks representatives of any problems that may arise in doing so
• Share your feedback of the new questions so we can continue to improve our tools for gender-specific reporting
• Help us spread the word of this update to peer companies

Thank you for your cooperation.
Thank you for joining us. For further questions please contact: 

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