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GRI Sector Standards Project for Mining

Mining Working Group terms of reference

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2 **Terms of Reference**

3 These Terms of Reference outline the mandate of the Working Group for the GRI Sector Standards
4 Project for Mining (Mining Working Group), including its selection and appointment, primary objectives
5 and time commitments.

6 **Background**

7 The Global Sustainability Standards Board (GSSB), GRI's independent standard-setting body, has
8 identified the mining sector as a priority sector for developing a GRI Sector Standards (Sector
9 Standards).

10 The objective of sustainability reporting using the GRI Standards is to provide transparency on how
11 an organization contributes or aims to contribute to sustainable development. The GRI Standards
12 enable an organization to publicly disclose its most significant impacts on the economy, environment,
13 and people, including impacts on human rights, and how the organization manages these impacts.

14 Sector Standards provide information for organizations in a given sector about their likely material
15 topics. Sector Standards also contains a list of disclosures for organizations in the sector to report
16 information about their impacts in relation to each likely material topic. They are designed to enhance
17 the global comparability and quality of information within a sector, thereby enabling greater
18 transparency and accountability of organizations, and informed decision-making by stakeholders.

19 The primary objective of GRI Sector Standards Project for Mining is to develop a Sector Standard that
20 improves the sustainability reporting of mining and other relevant organizations, making reporting
21 more complete and consistent across the sector. It will be carried out following the [GSSB Due](#)
22 [Process Protocol](#).

23 See the [project proposal](#) for more information.

24 **Mandate of the Mining Working Group**

25 Sector Standards are developed using multi-stakeholder expertise, authoritative intergovernmental
26 instruments, and other relevant evidence. The Mining Working Group is to contribute their expertise to
27 the development of a Sector Standard for mining. The overall work of the Mining Working Group
28 should support sustainability reporting as promoted by the GRI Sustainability Reporting Standards
29 (GRI Standards).

30 **Scope of work**

31 The Mining Working Group will be responsible for developing a Sector Standard for the mining
32 sector¹, for the consideration of the GSSB. Within the context of the GRI Sector Program, the mining
33 sector is defined as described in the [project proposal](#).

34 The Mining Working Group will be tasked with providing recommendations on:

- 35 • The context of the mining sector in relation to sustainable development, including relevant
36 Sustainable Development Goals and international instruments and agreements.
- 37 • The likely material topics for organizations in the mining sector, based on the sector's
38 significant impacts on the environment, economy and people, including human rights;
- 39 • The description of these impacts and authoritative references that evidence these impacts;

¹ Please note that the GRI Mining Sector Standard will cover exploration and extraction of all types of minerals, metallic and non-metallic, including quarrying, with the exception of oil, gas and coal.

- 40 • The disclosures from GRI Topic Standards that are relevant for organizations from the mining
41 sector to report on each likely material topic;
- 42 • Additional reporting that is recommended for disclosure by organizations in the mining sector.
43 Additional sector reporting is only included where the Topic Standards do not provide
44 disclosures that sufficiently reflect the impacts associated with the sector.
45

46 The Mining Work Group may also provide recommendations on:

- 47 • The scope, relevant sector classifications and name of the Sector Standard;
- 48 • Considerations that may be relevant to Sector Standards for related sectors;
- 49 • Revisions or updates to other GRI Standards.

50 Impacts and reporting identified within this project for which no GRI Standard exists will be assessed
51 and prioritized by the GSSB for future GRI Standards development.

52 **Responsibilities of other parties**

53 The Standards Division is responsible for:

- Overall project management and ensuring compliance with the [GSSB Due Process Protocol](#);
- Facilitating, providing logistical support and preparing materials for Working Group meetings;
- Maintaining an online collaboration platform for the Working Group;
- Engaging with the GSSB and other GRI Governance bodies;
- Engaging other experts and interested parties in a peer review and on an as needed basis;
- Coordinating public exposure of the draft Sector Standard, including collecting and summarizing feedback for consideration by the Working Group;
- Undertaking research to support the development of the Sector Standard; and
- Drafting the content of the Sector Standard.

54 The Standards Division will draft the Sector Standard and other relevant deliverables in accordance
55 with the recommendations of the Working Group. The content of the Sector Standard will be drafted in
56 accordance with template and house rules for terminology, style and presentation. The Working
57 Group will **not** be responsible for editing the stylistic and grammatical presentation of deliverables.
58 Such edits will be undertaken by the Standards Division to ensure consistency with existing GRI
59 documents.

60 The GSSB votes on the approval of a draft of the Sector Standard for public exposure and the final
61 content of a Sector Standard. The GSSB will review the drafted contents and may ask the Mining
62 Working Group to conduct further research and/or develop the draft recommendations further.
63 Working group members should be committed to support the revision of draft contents in addition to
64 the development of these contents. Further information on the role and authority of the GSSB can be
65 found in the [GSSB Due Process Protocol](#).

66 **Additional considerations**

67 The development of the Sector Standard is to be carried out within the existing structure and template
68 of the GRI Standards, including preserving the hierarchy, coherence and implementation approach of
69 the GRI Standards. The content of Sector Standards must be in line with the in accordance model
70 outlined in [GRI 1: Foundation 2021](#)².

71 The Mining Working Group should aim to develop topic descriptions that are clear, consistent, and
72 focused on impacts from a sustainable development perspective. Content should also seek to be in
73 line with key authoritative inter-governmental instruments (such as instruments of the United Nations,

² Please note the final version of *GRI 1* is expected to be published on 4 October 2021.

74 the International Labour Organization, and the OECD) and consider the content of other business and
75 human rights reporting frameworks.

76 The discussions of the Working Group are confidential but any recommendations made by the
77 Working Group to the GSSB will be publicly available in accordance with the [GSSB Due Process](#)
78 [Protocol](#).

79 GRI will hold the copyright of any deliverables associated with the project.

80 **Composition of the Mining Working Group**

81 It is anticipated that the Working Group will have up to 15 members. The Working Group will aim to
82 have at least one person drawn from each of the constituencies on which the membership of the
83 GSSB is based: business enterprises, investment institutions, labor, civil society, and mediating
84 institutions.

85 In addition, geographical, gender and cultural diversity will be considered. There can only be one
86 representative per organization in the Working Group.

87 **Table 1: Descriptions of constituencies represented on the Working Group**

Business enterprise	a) An enterprise (other than a mediating or investment institution) that has been established in order to generate a profit for the benefit of its investors or owners; or b) An organization representing the collective interests of those falling into category 'a'.
Investment institution	An enterprise that is primarily concerned with the direct or indirect, long-term investment of funds in business – including, but not limited to, asset owners, asset managers, development banks, exchanges, ratings agencies and market information brokers.
Labor	An organization established independently of employers and governments to represent the interests of workers.
Civil society	An organization established in order to promote or secure a public good relating to sustainability (environmental, social and governance) and that does not fall into any of the categories defined above.
Mediating institution	An individual or organization that provides goods and/or services associated with the reporting process and derives benefit from doing so.

88 A GSSB sponsor(s) may join Working Group meetings.

89 **Selection criteria**

90 In accordance with the [GSSB Due Process Protocol](#), members of the Working Group are appointed
91 by the GSSB. The principal criterion for selecting the Working Group is relevant knowledge and
92 experience of a broad range of sustainable development issues for the mining and/or quarrying
93 sectors.

94 Members must be able to ability to participate in Working Group meetings held in English and provide
95 written English feedback when requested.

96 In addition, the following criteria will be considered:

- 97 • relevant knowledge of sustainability reporting for the sector;
- 98 • familiarity with the needs of users of sustainability reports;
- 99 • related experience with multi-stakeholder initiatives;

- 100 • understanding of and willingness to work in a consensus-based, multi-stakeholder working
101 group.

102 **Working Group commitments**

103 Working Group members are expected to:

- 104 • act in an individual capacity, exclusively in the public interest, and according to due process
105 as defined in the [GSSB Due Process Protocol](#);
- 106 • review the materials provided by the Standards Division in advance of Working Group
107 meetings, in order to be able to actively participate;
- 108 • provide timely feedback on documents or other materials distributed by the Standards
109 Division;
- 110 • work in the manner that aims at achieving consensus.

111 The development of the Sector Standard for Mining is expected to take up to 20 months following the
112 appointment of the Working Group. See the timeline included in Appendix 1.

113 Working Group members commit to attending up to 25 hours of meetings and reviewing the draft
114 Sector Standard a minimum of three times during that period. Working Group members also commit
115 to plan sufficient time to prepare for meetings, review other materials and engage in supplementary
116 content creation methods. It is estimated that this may result in up to 50 hours of time commitment
117 across the project (excluding any necessary travel time).

118 Meetings and other engagement methods will vary depending on the needs of the Working Group and
119 the project. Commonly used methods include full group meetings in-person and virtually, sub-group
120 workshops, and use of digital content creation platforms. The use of these methods will also take into
121 account any travel restrictions or risk factors related to Covid-19.

122 Virtual meetings are normally held between 1.00-2:30 pm Central European Time (CET), so that
123 members in most time zones can join. This will be adjusted based on the final geographical
124 representation of the Working Group.

125 In the event of an in-person meeting, Working Group members will be asked to attend a two-day
126 meeting in Amsterdam (excluding travel time).

127 See appendix 2 for the proposed minimum meeting schedule and an itemized time commitment.

128 Working Group members volunteer their time. There is no fee or compensation associated with
129 participation in the Working Group. Upon request, Working Group members will be eligible for travel
130 and accommodation reimbursement for in-person meetings, in accordance with GRI policies.

131 **Public communications protocol**

132 Public communication on issues related to the activities of the Working Group and the development of
133 the GRI Standards is the responsibility of the GSSB. Working Group members may publicly express
134 their personal opinions and views but may not speak on behalf of the Working Group, GSSB or GRI.

135 The names and bios of members will be published on the GRI website. Members are welcome to
136 publicize their participation in, and the activities of the Working Group, in channels such as press
137 releases or on social media. Members are asked to work with the Standards Division or GRI's
138 communication team to coordinate any such activity ahead of time.

139 Working Group members are advised to use the following when referring to their participation in this
140 process:

141 “[name of member] has been appointed by the Global Sustainability Standards Board (GSSB), GRI's
142 independent standard setting body, to serve on a Working Group to produce a Standard for the
143 mining sector.”

144 **How to apply**

145 Once the open call is launched, all interested experts will be able to nominate themselves to be part
146 of the Mining Working Group, by submitting their CV and the [application form](#) to
147 mining@globalreporting.org.

148 These links are also available in the [project website](#).



149 Appendix 1. Proposed project timeline

Phase	~Duration (months)	Month 1	Month 2	Month 3	Month 4	Holiday period		Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Month 13	Month 14	Month 15	Month 16	Month 17	Month 18	Month 19	Month 20	Month 21	Month 22	Month 23	Month 24	
		Complete	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	
Project commencement	1	█																										
Open call & recruitment of PWG	3		█	█	█																							
GSSB approval of Working Group membership	-																											
Content development by Working Group	9							*	█	*	█	*	█	*	█	*	█											
GSSB approval of exposure draft	1																											
Public comment period	3																											
Analysis of public comments and revision of draft	6																											
GSSB approval of final standard	1																											

- Key**
- ◆ GSSB milestone
 - * Working Group meeting



150 Appendix 2. Meeting schedule

151 The following table outlines the minimum number of meetings expected to occur throughout the
152 course of the project. Engagement as a Working Group is currently predicted to be completely virtual
153 as it is anticipated that international travel and in-person meetings may still be challenging. If this
154 changes, an in-person meeting may be planned and replace some virtual engagements. In this case,
155 the Working Group will be provided with sufficient notice and scheduling will be subject to member
156 availability.

157

Meeting	Time commitment	Approximate date
Working Group meeting 1	2-hour virtual meeting + 2 hours review of preparatory materials	February 2022
Working Group meeting 2	2-hour virtual meeting + 2 hours review of preparatory materials	April 2022
Sub-group meetings	1.5-hour virtual sub-group meeting	May 2022
Working Group meeting 3	4-hour virtual meeting + 2 hours review of preparatory materials	June 2022
Working Group meeting 4	2-hour virtual meeting + 2 hours review of preparatory materials	July 2022
Working Group meeting 5	2-hour virtual meeting + 2 hours review of preparatory materials	October 2022
Working Group meeting 6	2-hour virtual meeting + 2 hours review of preparatory materials	April 2023
Working Group meeting 7	2-hour virtual meeting + 2 hours review of preparatory materials	June 2023

158 In addition to the meetings listed above, it is expected that the Working Group will participate in a
159 survey following Working Group meeting 1, review the draft Sector Standard in-full three times, twice
160 prior to the public exposure and once following, and participate in stakeholder engagement activities
161 during the public exposure period and to support the launch of the Standard as relevant.