



# DRAFT Global Sustainability Standards Board (GSSB)

*Self-Evaluation 2016*

DRAFT - Discussion document

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## Instructions for Completing the Form

GSSB members should complete this form by xx and return it per email to Tina Nybo Jensen ([jensen@globalreporting.org](mailto:jensen@globalreporting.org))

The form itself should not contain any information identifying the GSSB member submitting the form.

The Governance Team will review all submissions and will prepare a report giving numerical results to each area of consideration and providing a narrative description of the additional commentary.

Place a check-mark in the appropriate box indicating your “grade” for each of the areas. Please use Part 4 of the form for any additional comments.

## Part 1 GSSB Self-Evaluation: Roles and Responsibilities

In **Part 1.1**, please apply the five numerical ratings by indicating whether, in your opinion:

- 1) This is true for all, or almost all, of the GSSB members in almost all instances.
- 2) This is true for more than half of the GSSB members for more than half of the time.
- 3) This is true for at least half the GSSB members at least half the time.
- 4) This is true for either less than half the GSSB members or less than half the time.
- 5) This is not true for more than half of the GSSB members more than half of the time.

Part 1.1 Understanding of roles and responsibilities						
Considerations		Ranking				
		5	4	3	2	1
<b>1.1.1</b>	GSSB members have a full understanding of their roles and responsibilities.					
<b>1.1.2</b>	GSSB members understand the GRI's mission and vision.					
<b>1.1.3</b>	GSSB members understand the GSSB's objectives.					
<b>1.1.4</b>	GSSB members understand and follow the GRI's structural pattern (that is, the roles of the GSSB vis-à-vis the GRI Board, GRI Stakeholder Council, GRI Independent Appointments Committee, GRI Due Process Oversight Committee).					
<b>1.1.5</b>	GSSB members have a clear understanding of the requirements and procedures outlined in the GSSB Due Process Protocol.					

In **Part 1.2**, please apply the five numerical ratings by indicating whether you:

- 1) Agree strongly
- 2) Agree somewhat
- 3) Neither agree or disagree
- 4) Disagree somewhat
- 5) Disagree strongly

Part 1.2 Fulfillment of responsibilities. The GSSB:							
Considerations		Ranking					
		5	4	3	2	1	N/A
<b>1.2.1</b>	Takes complete responsibilities for setting globally accepted standards for sustainability reporting according to formally defined due process and exclusively in the public interest.						
<b>1.2.2</b>	Follows the due process and working procedures as defined in the GSSB Due Process Protocol.						

<b>I.2.3</b>	Carries out a public consultation on the GSSB Technical Agenda (work program) every three years.						
<b>I.2.4</b>	Establish procedures for reviewing comments on documents published for public comments.						
<b>I.2.5</b>	Forms multi-stakeholder groups, ad hoc Technical Committees or other types of specialist advisory groups to give advice, research and draft exposure drafts on major projects on 'as needed' basis.						
<b>I.2.6</b>	Seeks and consider the view of the GRI Board (as advised by the GRI SC) on major projects, agenda decisions and work priorities.						
<b>I.2.7</b>	Consults the SC for advise on 'as needed' basis (at its discretion).						
<b>I.2.8</b>	Considers holding public hearings to discuss proposed standards (not required for every project).						
<b>I.2.9</b>	Considers undertaking field tests (both in developed countries and emerging markets).						
<b>I.2.10</b>	Issues interpretations, guidance and FAQ when necessary.						
<b>I.2.11</b>	Publishes on the GRI website an annual report of its activities.						
<b>I.2.12</b>	Regularly assesses its own performance.						
<b>I.2.13</b>	Selects the Director of the Standards Division in consultation with the Chief Executive of the GRI.						
<b>I.2.14</b>	Supports the Director of the Standards Division and reviews his or her performance						
<b>I.2.15</b>	Regularly reviews the performance of the Director of the Standards Division.						

## Part 2 GSSB Self-Evaluation: Operational Procedures

In **Part 2**, please apply the five numerical ratings by indicating whether you:

- 1) Agree strongly
- 2) Agree somewhat
- 3) Neither agree or disagree
- 4) Disagree somewhat
- 5) Disagree strongly

Part 2.1 Meetings						
Considerations	Ranking					
	5	4	3	2	1	N/A

2.1.1	The GSSB has an appropriate number of meetings each year to accomplish all of its responsibilities.						
2.1.2	The GSSB meetings provide adequate time for discussion of agenda items.						
2.1.3	The GSSB members receive a clear agenda and sufficient materials to prepare for each meeting in advance of the meeting with sufficient time to review and prepare for the meeting.						
2.1.4	The GSSB members adequately prepare for meetings.						
2.1.5	The GSSB members make all reasonable efforts to attend each GSSB meeting in person, unless there are exceptional circumstances.						
2.1.6	The format of the GSSB meetings provides for meaningful discussion and interaction with the Standards Division.						
2.1.7	The atmosphere of GSSB meetings is collegial and fosters open and honest communication.						
2.1.8	The GSSB keeps meeting summaries that reflect the significant actions and decisions of the GSSB						

## Part 2.2 Culture

Considerations	Ranking						
	5	4	3	2	1	N/A	
2.2.1	The GSSB members feel involved and interested in the GSSB's work.						
2.2.2	The GSSB members encourage a culture of candid communication and rigorous decision-making.						
2.2.3	The GSSB members collectively have the necessary diversity of skills, background and experiences for the GSSB to operate properly.						
2.2.3	The size of the GSSB is appropriate for functioning effectively.						
2.2.4	The GSSB members receive adequate orientation and training.						
2.2.5	Once the GSSB has finished discussing something, it is clear who is going to do what and when.						
2.2.6	The GSSB members are all acting in the public interest in all matters.						
2.2.7	The GSSB is effective in operating as a team.						
2.2.8	All GSSB members are encouraged to contribute in an equal manner.						

### Part 2.3 Individual performance

Considerations		Ranking					
		5	4	3	2	1	N/A
2.3.1	I make all reasonable efforts to attend each scheduled meetings.						
2.3.2	I come to the meetings adequately prepared, by reviewing materials in advance.						
2.3.4	I am supportive of GRI's mission and vision and GSSB's objectives.						
2.3.5	I actively sought to raise the GSSB and GRI's profile and awareness of GSSB and GRI's work.						
2.3.6	I follow GSSB's commitment statements.						
2.3.7	I refrain from making personal and unwarranted requests from the Secretariat staff.						
2.3.8	I always act in public interest as a member of the GSSB rather than being influenced by third parties whether organizational, national, regional or other.						

### Part 3 GSSB evaluation of secretariat

In **Part 3**, please apply the five numerical ratings by indicating whether you:

- 1) Agree strongly
- 2) Agree somewhat
- 3) Neither agree or disagree
- 4) Disagree somewhat
- 5) Disagree strongly

### Part 3 GSSB Evaluation of Secretariat (Standards Division + Governance Relations)

Considerations		Ranking					
		5	4	3	2	1	N/A
3.1	The Secretariat prepares meeting agendas with appropriate issues, not omitting relevant issues.						
3.2	The Secretariat facilitates GSSB setting its meetings at convenient times and locations.						
3.3	The Secretariat provides sufficient presentation material for effective GSSB discussion/deliberations.						
3.4	The Secretariat participates in GSSB meetings in a sufficiently competent, efficient and balanced way for effective GSSB discussion/deliberations						
3.5	The Secretariat prepares and distributes meeting summaries on a timely basis.						

3.6	The Secretariat prepares summaries that are accurate and in line with the provided guidance.							
3.7	The Secretariat schedules GSSB dinners and other events that are useful and convenient.							
3.8	The Secretariat provides sufficient administrative support to facilitate the GSSB member's travel, lodging and other needs.							

*Part 4: Additional comments*

If you have any additional comments, please provide them here, and reference them to the above question numbers where relevant:

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