NATIONAL CONTACT POINT REPORTING QUESTIONNAIRE (2017)

This questionnaire is designed to help National Contact Points fulfil their reporting obligations as described in the Procedural Guidance of the OECD Guidelines for Multinational Enterprises. The answers to the questions should reflect the nature and results of the activities of the NCP.

STRUCTURE

This questionnaire comprises 60 questions and 2 annexes under the following headings:

A. Contact information
B. Institutional arrangements
C. Information and promotion
D. Specific instances
E. Peer learning
F. Policy coherence
G. Impact and future work

Annex 1: NCP PROMOTIONAL ACTIVITIES
Annex 2: SPECIFIC INSTANCES

TYPES OF QUESTIONS

1. Yes/No questions
   Most questions are Yes/No questions. For each of these questions, please select “Yes” or “No” from the dropdown menu. If a question is not relevant to your NCP, please select N/A (not applicable).

Example:

<table>
<thead>
<tr>
<th>(b) Promotional activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>23. Did the NCP organise or co-organise events to promote the Guidelines and/or the NCP during the year? If yes, please provide details in table 1 in Annex 1.</td>
</tr>
</tbody>
</table>

2. Open-ended questions
   a) Under certain Yes/No questions, there are open-ended questions to request more detail. For each open-ended question, an answer box is provided. Please keep responses precise and short.

Example:

<table>
<thead>
<tr>
<th>(a) Location of the NCP</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Is the NCP located in a Ministry?</td>
</tr>
<tr>
<td>If yes, in which Ministry is the NCP located?</td>
</tr>
<tr>
<td>If yes, in which department of the Ministry?</td>
</tr>
</tbody>
</table>

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1 Page 74 of the Procedural Guidance of the OECD Guidelines for Multinational Enterprises: “Reports should contain information on the nature and results of the activities of the NCP, including implementation activities in specific instances”.
b) “Additional comments” boxes are situated at the end of each section. Please feel free to enter any additional information you would like to share in these boxes.

Example:

Additional comments on Location of the NCP:
Click here to enter text

TERMS USED IN THE QUESTIONNAIRE

A number of terms are used throughout the questionnaire. Definitions are provided below. Please note that these definitions are exclusively intended to assist in clarifying the terms used in this questionnaire.

□ Advisory body: Some NCPs have an advisory body which can be consulted by the NCP on a range of activities and issues on which it provides advice. Advisory bodies can include representatives from trade unions, NGOs, business and/or academia, along with representatives of other government ministries or agencies. They do not normally form part of the NCP and do not have decision-making power on accepting or concluding specific instances.

□ Dedicated budget: A budget that is allocated to the NCP on a regular basis (e.g. every year) to carry out its functions and activities.

□ Independent NCP: An independent NCP is one whose members do not belong to a government administration, although generally an independent NCP will be supported by a secretariat based in a government administration.

□ Oversight body: Some NCPs have an oversight body, which has a monitoring role, for example on whether the NCP has followed its own rules of procedures. They can include representatives from trade unions, NGOs, business and/or academia, along with representatives of other government ministries or agencies. They do not normally form part of the NCP and do not have decision-making power on accepting or concluding specific instances.

□ Stakeholder meeting: A stakeholder meeting is a meeting organised by the NCP to meet with stakeholders, including trade unions, NGOs and the business community that are not part of the structure of the NCP (i.e. they are not members of the NCP, nor present on advisory or oversight bodies).

REPORTING PERIOD

The reporting period for this questionnaire is from 1 January to 31 December 2017.

SUBMISSION

The questionnaire should be completed by using this word document and sent by email to: investment@oecd.org copying barbara.bijelic@oecd.org and kathryn.dovey@oecd.org by 15 January 2018.

Should you have any questions on how to fill this questionnaire, please contact barbara.bijelic@oecd.org.
### A. CONTACT INFORMATION

Please provide the contact information of the person filling in the questionnaire.

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Job title: Head of division</td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
<tr>
<td>Telephone number: +49 30 18615</td>
<td></td>
</tr>
</tbody>
</table>

### B. INSTITUTIONAL ARRANGEMENTS

#### (a) Location of the NCP

1. Is the NCP located in a Ministry? Yes

   If yes, in which Ministry is the NCP located? Federal Ministry for Economic Affairs and Energy

   If yes, in which department of the Ministry? Directorate-General for External economic policy

2. Is the NCP located in an investment promotion agency? No

3. Is the NCP an independent NCP? No

4. Has the NCP been established through a legal, regulatory or administrative instrument (e.g. a decree)? Yes

   If yes, please provide the name and date of this instrument

   The re-allocation of the German NCP described in the subsequent additional comments was put into effect by way of an inoffice order of the Federal Ministry for Economic Affairs and Energy dated 1 December 2016.

#### Additional comments on Location of the NCP:

In December 2016, the German NCP was transferred from the directorate for foreign trade and investment promotion into a distinct structure within the directorate-general for external economic policy.

#### (b) Composition of the NCP

5. Who are the members of the NCP? Please describe the functions of the members of the NCP (e.g. President, Secretariat, Independent expert, etc.). No names are required.

   In 2017, the NCP had the following staff members:

   - Head of division (since December 2016);
   - Deputy head of division (since March 2016);
   - Deputy head of division (since January 2017);
   - Clerical assistant (between January 2016 and October 2017);
   - Clerical assistant (since December 2017);
   - Secretary (since August 2017)

6. Does the NCP have dedicated full-time staff? “Dedicated full-time staff” means staff working full-time on NCP activities. If yes, please indicate the number.

   Yes

   The NCP has three staff members working full-time.
7. Does the NCP have dedicated part-time staff?  
*Dedicated part-time staff* means staff dedicating part of their time to NCP activities. If yes, please indicate the number.  
| Yes | The NCP has two staff members working part-time (one with 90% and one with 75%) |

8. Have any full-time or part-time staff members joined the NCP during the year?  
*If yes, please indicate how many.*  
| Yes | Two full-time staff members joined the NCP in January and August 2017. One part-time staff member joined the NCP in December 2017. |

9. Have any full-time or part-time staff members left the NCP during the year?  
*If yes, please indicate how many.*  
| Yes | One part-time staff member left the NCP in October 2017. |

10. Are other Ministries part of the institutional arrangements of the NCP?  
*(e.g. represented on advisory or oversight bodies, participate in specific instances, etc.)*  

If yes, please list the Ministries (e.g. Social Affairs, Labour, Trade, Environment, Foreign Affairs, Justice, Finance, etc.)

11. Are social partners and other stakeholders (trade unions, business community, civil society and other non-governmental organisations) part of the institutional arrangements of the NCP?  
*(e.g. represented on advisory or oversight bodies, represented as members of the NCP, making NCP decisions on specific instances)*  
| NGOs | Yes |
| Representatives of the business community | Yes |
| Trade unions | Yes |

12. Does the NCP have an advisory body?  
| Yes | The OECD Guidelines Working Group provides a forum for discussions about current issues related to the Guidelines. The members of the Working Group are consulted on all general matters relevant to the NCP and notified whenever a complaint has been received or accepted for further examination. |

If yes, please describe its functions

In addition to the federal ministries that have an interest in the Guidelines (cf. ministries listed above) and the Global Compact Network, the Working Group is made up of representatives of business associations, unions, and of NGOs. At the moment, this applies to:

- Confederation of German Employers’ Association (BDA),
- Federation of German Industries (BDI),
- Association of German Chambers of Commerce and Industry (DIHK),
- Association of German Banks (BdB),
- German Confederation of Trade Unions (DGB),
If yes, please indicate how often the NCP meets with the advisory body

13. Does the NCP have an oversight body? No

If yes, please list the names of organisations that are represented on the oversight body and the type of organisation, or please provide a link to the list on the NCP website. (e.g. government, NGO, trade union, business, business organisation, academic, consumer organisation, etc.)

If yes, please indicate how often the oversight body meets

14. Does the NCP have a body for both advice and oversight? No

If yes, please list the names of organisations that are represented on the oversight body and the type of organisation, or provide a link to the list on the NCP website. (e.g. government, NGO, trade union, business, business organisation, academic, consumer organisation, etc.)

If yes, please indicate how often this body meets

Additional comments on Composition of the NCP:
The Interministerial Steering Group for the OECD Guidelines comprises representatives from those German federal ministries that have a special interest in the Guidelines (cf. ministries listed above). The NCP reports to and coordinates with the Interministerial Steering Group on all issues of general interest to the NCP and on decisions to be taken. The Working Group for the OECD Guidelines meets twice a year on a regular basis and holds additional meetings if necessary.

(c) Financial resources

15. Did the NCP have a dedicated budget this year? Yes

16. Did the NCP have a dedicated budget to conduct its promotional activities during the year? Yes

If no, were financial resources for promotional activities allocated on an ad hoc basis when requested by the NCP? Choose an item.

17. Did the NCP have a dedicated budget to conduct its activities related to specific instances during the year? Yes

If no, were financial resources for specific instances allocated on an ad hoc basis when requested by the NCP? Choose an item.

18. During the year, was the NCP able to access funds for the following activities:

- Organising promotional events Yes
- Attending NCP meetings at the OECD Yes
<table>
<thead>
<tr>
<th>Activity</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attending events organised by other NCPs</td>
<td>Yes</td>
</tr>
<tr>
<td>Attending events organised by other stakeholders</td>
<td>Yes</td>
</tr>
<tr>
<td>Professional mediator fees or in-house mediator fees</td>
<td>Yes</td>
</tr>
<tr>
<td>Fact-finding research into specific instances</td>
<td>No</td>
</tr>
</tbody>
</table>

**Additional comments on Financial resources:**

Click here to enter text.

### (d) Reporting

19. Does the NCP report to the government on its activities? **Yes**
   If yes, how often? **N/A**

20. Does the NCP report to parliament on its activities? **Yes**
   If yes, how often? **Once a year**

**Additional comments on Reporting:**

There is no fixed rule as to reporting to the government besides the Interministerial Steering group (cf. above). The NCP informs its hierarchy within the Federal Ministry for Economic Affairs and Energy on important developments as necessary.

### C. INFORMATION AND PROMOTION

#### (a) NCP website

21. Was a new NCP website created this year? **No**
   Click here to enter text.

22. Are the following items available on the NCP website:

**Information about the Guidelines and the role of the NCP**

<table>
<thead>
<tr>
<th>Item</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>The text of the Guidelines</td>
<td>Yes</td>
</tr>
<tr>
<td>A description of the Guidelines</td>
<td>Yes</td>
</tr>
<tr>
<td>Information on the NCP and its mandate</td>
<td>Yes</td>
</tr>
<tr>
<td>The 2015 NCP Annual Report submitted to the OECD</td>
<td>Yes</td>
</tr>
<tr>
<td>The NCP’s own 2015 Annual Report</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Information about specific instances**

<table>
<thead>
<tr>
<th>Item</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructions on how to submit a specific instance</td>
<td>Yes</td>
</tr>
<tr>
<td>The NCP’s rules of procedures</td>
<td>Yes</td>
</tr>
<tr>
<td>All final statements since 2011</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Information on promotional activities**

<table>
<thead>
<tr>
<th>Item</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Information on upcoming events promoting the Guidelines</td>
<td>No</td>
</tr>
<tr>
<td>Information on past events promoting the Guidelines</td>
<td>No</td>
</tr>
</tbody>
</table>

**Contact information**

<table>
<thead>
<tr>
<th>Item</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Information on how to make an enquiry to the NCP</td>
<td>Yes</td>
</tr>
<tr>
<td>A phone number to reach the NCP directly</td>
<td>Yes</td>
</tr>
</tbody>
</table>

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1. This includes dedicated NCP webpages as part of the Ministry’s website.
### Additional comments on NCP website:
The OECD sectoral Due Diligence Guidances were made available on the website including a short explanation. The website is also available in English and French.

#### (b) Promotional activities

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>23. Did the NCP organise or co-organise events to promote the Guidelines and/or the NCP during the year? <em>If yes, please provide details in table 1 in Annex 1.</em></td>
<td>Yes</td>
</tr>
<tr>
<td>24. Did the NCP make a presentation to promote the Guidelines and/or the NCP in events organised by others? <em>If yes, please provide details in table 2 in Annex 1.</em></td>
<td>Yes</td>
</tr>
<tr>
<td>25. Did the NCP make use of social media to communicate on NCP promotional activities during the year?</td>
<td>No</td>
</tr>
<tr>
<td>26. Did the NCP hold a stakeholder meeting during the year?</td>
<td>Yes</td>
</tr>
<tr>
<td>27. Did the NCP promote the Guidelines among the business community during the year?</td>
<td>Yes</td>
</tr>
<tr>
<td>28. Did the NCP carry out any training on the Guidelines aimed at businesses during the year?</td>
<td>Yes</td>
</tr>
<tr>
<td>29. Did the NCP promote the Guidelines among NGOs during the year?</td>
<td>Yes</td>
</tr>
<tr>
<td>30. Did the NCP promote the Guidelines among trade unions during the year?</td>
<td>Yes</td>
</tr>
<tr>
<td>31. Did the NCP promote the Guidelines among government agencies during the year?</td>
<td>Yes</td>
</tr>
<tr>
<td>32. Did the NCP promote the Guidelines among embassies abroad during the year?</td>
<td>Yes</td>
</tr>
<tr>
<td>33. Did the NCP promote the Guidelines to investment promotion agencies during the year?</td>
<td>Yes</td>
</tr>
<tr>
<td>34. Did the NCP refer to the following sector guidance reports in promotional activities during the year:</td>
<td>Yes</td>
</tr>
<tr>
<td>OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas</td>
<td>Yes</td>
</tr>
<tr>
<td>OECD Due Diligence Guidance for Meaningful Stakeholder Engagement in the Extractive Sector</td>
<td>Yes</td>
</tr>
<tr>
<td>OECD-FAO Guidance for Responsible Agricultural Supply Chains</td>
<td>Yes</td>
</tr>
</tbody>
</table>

#### Additional comments on the section Promotional activities:
The NCP developed a promotional plan for 2017 detailing the different target groups and events.

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Attendance of NCP meetings held at the OECD and other OECD events such as the Global Forum on Responsible Business Conduct are not considered to be promotional activities.
## D. SPECIFIC INSTANCES

### (a) NCP rules of procedure for handling specific instances

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>35. Does the NCP have rules of procedure describing the handling of specific instances?</td>
<td>Yes</td>
</tr>
<tr>
<td>36. Are the rules of procedure available online? If yes, please provide link. If no, please attach a copy of the rules of procedure to this questionnaire</td>
<td>Yes</td>
</tr>
<tr>
<td>37. Were the NCP’s rules of procedure modified this year?</td>
<td>No</td>
</tr>
</tbody>
</table>

*Additional comments on the section Rules of procedure:*

The rules of procedure were agreed upon by the Interministerial Steering Group and the Working Group in 2015. They are available in German and in English:


### (b) Specific instance practicalities

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>38. Does the NCP confirm receipt of a specific instance submission?</td>
<td>Yes</td>
</tr>
<tr>
<td>39. Who has the final sign-off on accepting a specific instance?</td>
<td>The decision is taken on the basis of consensus within the Interministerial Steering Group.</td>
</tr>
<tr>
<td>Please provide the function of the relevant staff within the NCP. No names are required.</td>
<td></td>
</tr>
<tr>
<td>40. Who has the final sign-off on final statements?</td>
<td>The decision is taken on the basis of consensus within the Interministerial Steering Group</td>
</tr>
<tr>
<td>Please provide the function of the relevant staff within the NCP. No names are required.</td>
<td></td>
</tr>
<tr>
<td>41. Does the NCP request feedback from the parties on the procedure following the conclusion of a specific instance?</td>
<td>No</td>
</tr>
<tr>
<td>42. Has the NCP staff undergone training in dispute resolution or problem-solving (e.g. mediation)?</td>
<td>Yes</td>
</tr>
<tr>
<td>43. Did the NCP engage professional mediators during the year?</td>
<td>No</td>
</tr>
<tr>
<td>44. Did the NCP staff or members conduct mediation this year?</td>
<td>Yes</td>
</tr>
</tbody>
</table>

*Additional comments on the section Specific instance practicalities:*

Click here to enter text.

### (c) Reporting specific instances
45. Did the NCP receive new specific instance submissions during the year?
If yes, please also provide details in Annex 2

No

46. Of the specific instances that were already in progress at the start of the year, are there any that are still ongoing at the end of the calendar year?
If yes, please also provide details in Annex 2

Yes

Additional comments on the section Reporting specific instances:
The NCP closed the specific instance against Bosch in May 2017.

One specific instance submitted in May 2016 is still pending. This is mainly due to several requests from both parties to extend deadlines and postpone meetings.

In addition to the processing of the pending cases, the NCP put effort in the follow up on the case between UNI Global/ITF and DP DHL which had been closed in 2014. The 2016 protocol for further dialogue was prolonged until the end of 2018.

E. PEER LEARNING

47. Did the NCP take part in the following activities with other NCPs during the year:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCP-hosted peer learning activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Co-operation with other NCPs in handling specific instances</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Mentoring/capacity building of another NCP</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>48. Is the NCP interested in hosting an NCP learning/experience-sharing event in 2017?</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>49. Which topic would the NCP consider to be a priority to cover in a peer learning event?</td>
<td>Handling of Specific Instances</td>
<td></td>
</tr>
<tr>
<td>50. Is the NCP interested in participating in developing tools for use by NCPs?</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

Additional comments on the section Peer-learning activities:
The German NCP underwent its own Peer Review in June 2017 and took part in the Austrian Peer Review in December 2017 as a reviewer.

F. POLICY COHERENCE

51. Have the Guidelines been referred to in relevant national legislation adopted during the year?
(e.g. on responsible business conduct, non-financial reporting, export credits regulation, public procurement)

No

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4 Paragraph 37 of the Commentary on the Implementation Procedures of the OECD Guidelines for Multinational Enterprises: “Statements and reports on the results of the proceedings made publicly available by the NCPs could be relevant to the administration of government programmes and policies. In order to foster policy coherence, NCPs are encouraged to inform these government agencies of their statements and reports when they are known by the NCP to be relevant to a specific agency’s policies and programmes [...].”
If yes, please provide a link to the legislation. If a link is not available, please attach a copy of the legislation to this questionnaire.

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>52. Did the NCP communicate public statements on specific instances to public procurement officials?</td>
<td>No</td>
</tr>
<tr>
<td>53. Did the NCP communicate public statements on specific instances to officials responsible for trade missions?</td>
<td>No</td>
</tr>
<tr>
<td>54. Did the NCP communicate public statements on specific instances to officials responsible for foreign trade and investment incentives?</td>
<td>Yes</td>
</tr>
<tr>
<td>55. Did your country adopt a National Action Plan (NAP) this year?</td>
<td>No</td>
</tr>
<tr>
<td>If yes, does the NAP make reference to the Guidelines?</td>
<td>Choose an item.</td>
</tr>
<tr>
<td>If yes, does the NAP make reference to the NCP?</td>
<td>Choose an item.</td>
</tr>
<tr>
<td>56. Was a NAP in development this year?</td>
<td>Choose an item.</td>
</tr>
<tr>
<td>If yes, please indicate which NAP.</td>
<td>Choose an item.</td>
</tr>
<tr>
<td>57. Please indicate any other examples of policy coherence activities:</td>
<td>Click here to enter text.</td>
</tr>
</tbody>
</table>

Additional comments on Policy Coherence: The German National Action Plan on Business and Human Rights was adopted in December 2016. Recently, a link between the participation in NCP specific instance procedures and high level trade mission was introduced in the Federal Ministry for Economic Affairs and Energy.

G. IMPACT AND FUTURE WORK

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>58. Does the NCP have a promotional plan for the coming year (2017)?</td>
<td>Yes</td>
</tr>
<tr>
<td>59. Is the NCP interested in being a reviewer in a peer review planned in 2017 or 2018?</td>
<td>Yes</td>
</tr>
<tr>
<td>60. Is the NCP interested in being an observer of a peer review planned in 2017 or 2018?</td>
<td>No</td>
</tr>
<tr>
<td>61. Please enter the relevant fluent language capabilities of your team (French, English and/or Spanish)</td>
<td>German, English, French</td>
</tr>
<tr>
<td>62. Has the NCP faced any particular challenge(s) it would like to highlight this year?</td>
<td>Click here to enter text.</td>
</tr>
</tbody>
</table>

Additional comments on the section Impact and future work: One of the main tasks of the German NCP in 2018 will be to elaborate ideas and undertake first steps towards the implementation of the recommendations outlined in the Peer Review Report.
### Annex 1: NCP PROMOTIONAL ACTIVITIES

Please provide information on the events organised or co-organised by the NCP (Table 1), and events in which the NCP has participated to promote the Guidelines (Table 2). Please select the event type, size and type of audience as well as the theme from the dropdown menus for each event. Please add additional lines if needed.

<table>
<thead>
<tr>
<th>Title</th>
<th>Date</th>
<th>Location</th>
<th>Type of event</th>
<th>Size of audience</th>
<th>Organised or co-organised?</th>
<th>Targeted audience</th>
<th>Theme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting with the French NCP</td>
<td>28.04.2017</td>
<td>Federal Ministry for Economic Affairs and Energy, Berlin</td>
<td>Meeting</td>
<td>&lt;10</td>
<td>Organised</td>
<td>Government representatives</td>
<td>Structure of NCPs, Peer Reviews, Specific Instances</td>
</tr>
<tr>
<td>Information Event with BMW Group on Sustainability in the Supply Chain</td>
<td>22.11.2017</td>
<td>Federal Ministry for Economic Affairs and Energy, Berlin</td>
<td>Meeting</td>
<td>10-50</td>
<td>Organised</td>
<td>Government representatives</td>
<td>Sustainability in the supply chain</td>
</tr>
</tbody>
</table>

**Table 1**

**Total number=** 2
<table>
<thead>
<tr>
<th>Title</th>
<th>Date (dd/mm/yyyy)</th>
<th>Location</th>
<th>Type of event</th>
<th>Size of audience</th>
<th>Targeted audience</th>
<th>Organiser(s)</th>
<th>Type of intervention</th>
<th>Theme of the intervention</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presentation at the Association of German Chambers of Commerce and Industry (DIHK) regional associations</td>
<td>15.03.2017</td>
<td>Berlin</td>
<td>Meeting</td>
<td>10-50</td>
<td>Business representatives</td>
<td>DIHK</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidances, NCP complaint mechanism</td>
</tr>
<tr>
<td>Presentation at the Federal-State Committee on Foreign Trade (Bund-Länder-Ausschuss Außenwirtschaft)</td>
<td>31.03.2017</td>
<td>Berlin</td>
<td>Meeting</td>
<td>10-50</td>
<td>Government representatives</td>
<td>Federal Ministry of Economic Affairs and Energy</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidances, NCP complaint mechanism</td>
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<tr>
<td>Presentation at the econsense steering committee</td>
<td>26.04.2017</td>
<td>Berlin</td>
<td>Meeting</td>
<td>10-50</td>
<td>Business representatives</td>
<td>econsense</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidances, NCP complaint mechanism</td>
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<td>Presentation at the Foreign Trade Committee of the Erfurt Chamber of Commerce and Industry (IHK)</td>
<td>03.05.2017</td>
<td>Erfurt</td>
<td>Meeting</td>
<td>10-50</td>
<td>Business representatives</td>
<td>IHK Erfurt</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidances, NCP complaint mechanism</td>
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<td>Presentation at seminar and peer learning event of the Czech NCP</td>
<td>12.05.2017</td>
<td>Prague</td>
<td>Conference</td>
<td>10-50</td>
<td>Government representatives</td>
<td>CZE, NCP</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidances, NCP complaint mechanism</td>
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<td>Presentation of NCP at NUMOV</td>
<td>15.05.2017</td>
<td>Berlin</td>
<td>Conference</td>
<td>50-100</td>
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<td>NUMOV</td>
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<td>Organizer</td>
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<td>Presentation at the Federation of German Employers’ Associations (BDA) CSR working group</td>
<td>24.05.2017</td>
<td>Berlin</td>
<td>Meeting</td>
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<td>BDA</td>
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<td>OECD Guidelines and Guidance, NCP complaint mechanism</td>
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<td>Presentation at the German Mining Network</td>
<td>31.05.2017</td>
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<td>Conference</td>
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<td>German Mining Network</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidance, NCP complaint mechanism</td>
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<td>Presentation at the Hamburg Chamber of Commerce and Industry (IHK)</td>
<td>07.06.2017</td>
<td>Hamburg</td>
<td>Meeting</td>
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<td>IHK Hamburg</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidance, NCP complaint mechanism</td>
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<td>Presentation at the Hannover Chamber of Commerce and Industry (IHK)</td>
<td>21.06.2017</td>
<td>Hannover</td>
<td>Meeting</td>
<td>10-50</td>
<td>IHK Hannover</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidance, NCP complaint mechanism</td>
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<tr>
<td>Presentation at econsense project group Human Rights</td>
<td>26.06.2017</td>
<td>Berlin</td>
<td>Meeting</td>
<td>10-50</td>
<td>econsense</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidance, NCP complaint mechanism</td>
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<td>Presentation at the preparatory meeting for economic counselors at German embassies</td>
<td>28.06.2017</td>
<td>Berlin</td>
<td>Meeting</td>
<td>10-50</td>
<td>Federal Foreign Office</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidance, NCP complaint mechanism</td>
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<td>Presentation at the Böckler Conference for Supervisory Boards</td>
<td>30.06.2017</td>
<td>Hamburg</td>
<td>Meeting</td>
<td>10-50</td>
<td>DGB</td>
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<td>OECD Guidelines and Guidance, NCP complaint mechanism</td>
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<td>Presentation at econsense project group sustainability in the supply chain</td>
<td>05.07.2017</td>
<td>Essen</td>
<td>Meeting</td>
<td>10-50</td>
<td>econsense</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidance, NCP Complain mechanism</td>
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<td>Presentation to the Federal-State Committee on Foreign Trade (Bund-Länder- Ausschuss Außenwirtschaft)</td>
<td>14.09.2017</td>
<td>Berlin</td>
<td>Meeting</td>
<td>10-50</td>
<td>Federal Ministry of Economic Affairs and Energy</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidance, NCP complaint mechanism</td>
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<tr>
<td>Presentation at the NAP Helpdesk Breakfast of the Agency for Economy and Development</td>
<td>19.09.2017</td>
<td>Berlin</td>
<td>Meeting</td>
<td>10-50</td>
<td>AWE</td>
<td>Presentation and Discussion</td>
<td>OECD Guidelines and Guidance, NCP complaint mechanism</td>
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<td>Type</td>
<td>Audience</td>
<td>Speaker/Source</td>
<td>Presentation Description</td>
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<td>Presentation at business association “Unternehmer NRW”</td>
<td>27.09.2017</td>
<td>Düsseldorf</td>
<td>Meeting</td>
<td>10-50</td>
<td>Business representatives</td>
<td>Unternehmer NRW, Presentation and Discussion, OECD Guidelines and Guidelines, NCP complaint mechanism</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Presentation at information seminar of Slovakian NCP</td>
<td>23.10.2017</td>
<td>Bratislava</td>
<td>Meeting</td>
<td>10-50</td>
<td>Other NCP</td>
<td>SVK NCP, Presentation and Discussion, OECD Guidelines and Guidelines, NCP complaint mechanism</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total number= 20**
Annex 2: SPECIFIC INSTANCES

Please provide details of the following in the table below:

1. Specific instances **in progress** during the year:
   - Before the initial assessment: specific received and initial assessment in development
   - After the initial assessment: specific instances received and found to merit further examination after the initial assessment, and under consideration by the NCP. Good offices were offered to the parties.

2. Specific instances **concluded** during the year (specific instances that the NCP found to merit further examination after the initial assessment and that have subsequently been closed). Please include any follow-up planned or executed regarding concluded specific instances. When NCPs engage in follow-up they review how the parties have implemented the agreement and recommendations.

3. Specific instances **not accepted** during the year (specific instances that the NCP found not to merit further examination).

Please add additional lines if needed.

We encourage all NCPs to inform the Secretariat on received specific instances and to provide a final statement as soon as it becomes available, in order to keep the OECD database updated at all times. For all specific instances that have not yet been reported to the Secretariat, please complete and send this form to Sama.Altahercucci@oecd.org and Kathryn.dovey@oecd.org.

**For all specific instances that are currently IN PROGRESS:**

**Before the initial assessment**

<table>
<thead>
<tr>
<th>Names of parties</th>
<th>Date received (dd/mm/yyyy)</th>
<th>Link to OECD database if available</th>
<th>Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

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According to paragraph 42 of the Commentary on the Implementation Procedures of the OEDC Guidelines for Multinational Enterprises, “[…] NCPs will report to the Investment Committee in order to include in the Annual Report on the OECD Guidelines information on all specific instances that have been initiated by parties, including those that are in the process of an initial assessment, those for which offers of good offices have been extended and discussions are in progress, and those in which the NCP has decided not to extend an offer of good offices after an initial assessment”.

15
### After the initial assessment

<table>
<thead>
<tr>
<th>Names of parties</th>
<th>Date received (dd/mm/yyyy)</th>
<th>Is the initial assessment publicly available?</th>
<th>Link to OECD database if available</th>
<th>Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECCHR et al. against TÜV Rheinland</td>
<td>1 May 2016</td>
<td>No</td>
<td><a href="http://mneguidelines.oecd.org/database/instances/de0026.htm">http://mneguidelines.oecd.org/database/instances/de0026.htm</a></td>
<td>Informal exchange with other NCPs.</td>
</tr>
</tbody>
</table>

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### For all specific instances that were CONCLUDED during the year:

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<thead>
<tr>
<th>Title</th>
<th>Date received (dd/mm/yyyy)</th>
<th>Date concluded (dd/mm/yyyy)</th>
<th>Link to OECD database if available</th>
<th>Outcomes achieved</th>
<th>Follow-up by the NCP</th>
<th>Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yogesh KN against Bosch</td>
<td>9 October 2015</td>
<td>29 May 2017</td>
<td><a href="http://mneguidelines.oecd.org/database/instances/de0025.htm">http://mneguidelines.oecd.org/database/instances/de0025.htm</a></td>
<td>Agreement reached between the parties outside the NCP process</td>
<td>No follow-up</td>
<td>Informal exchange with other NCPs</td>
</tr>
</tbody>
</table>

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