

NATIONAL CONTACT POINT REPORTING QUESTIONNAIRE (2020)

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 NCP¹.

STRUCTURE

Exceptionally, in 2020 this questionnaire comprises two parts.

Part I is the annual reporting questionnaire for NCPs comprising 61 questions and 2 annexes under the following headings:

- A. Contact information
- B. Institutional arrangements
- C. Information and promotion
- D. Specific instances
- E. Peer learning and peer reviews
- F. Policy coherence
- G. Challenges

Annex 1: NCP PROMOTIONAL ACTIVITIES

Annex 2: SPECIFIC INSTANCES

Part II is an optional set of questions related to the OECD Guidelines stocktaking exercise.

TYPES OF QUESTIONS (relating to Part I. only)

1. Questions with predefined answers

For most questions, a pre-defined set of answers are provided in a drop-down menu (e.g. Yes-No-N/A). For each of these questions, please select the appropriate answer in the dropdown menu.

Example:

(b) Promotional activities	
19. Did the NCP organise or co-organise events to promote the Guidelines and/or the NCP during the year? <i>If yes, please provide details in table 1 in Annex 1.</i>	Yes/No

2. Open-ended questions

- a) Some questions are open-ended, and in these cases an answer box is provided. Many of these questions are meant to complement a question with predefined answers. Please keep responses precise and short.

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".

Example:

(b) Advisory body	
5. Does the NCP have one or several advisory bodies?	Yes/No
If the NCP has several advisory bodies, please specify.	Click here to enter text.

- 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:

<p><i>Additional comments on Advisory body</i> Click here to enter text</p>
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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. These terms will be underlined the first time they are used in this questionnaire.

- **Structure of the NCP:** The organisational set up of the NCP. Four NCP structures have been pre-identified, but other arrangements are possible:
 - Single-agency: The NCP is composed of one individual in a single ministry or government agency, or by a group of individuals belonging to the same service in the same ministry or government agency.
 - Inter-agency: The NCP is composed of a group of representatives from several ministries or government agencies.
 - Expert-based: The NCP is composed of experts who are external to government.
 - Multipartite: The NCP is composed of a group of government officials and stakeholder representatives.
- **Secretariat:** Government officials or group of government officials acting as the permanent office of an NCP.
- **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 business, trade unions, NGOs 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. Some advisory bodies also provide oversight to the NCP (see below).
- **Oversight:** Monitoring of the NCP’s activities performed by an advisory body, for example on whether the NCP has followed its own rules of procedures.

- **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.
- **Reporting:** In addition to the present report to the OECD, some NCPs provide a regular account of their activities to their national government or parliament. This reporting can take several forms: ongoing through regular reporting channels, or through the presentation of a periodic report, which may be made public.
- **Stakeholder meeting:** A stakeholder meeting is a meeting organised by the NCP to exchange with stakeholders, including trade unions, NGOs and the business community that are not part of the main body or of the advisory body of the NCP.

REPORTING PERIOD

The reporting period for this questionnaire is from 1 January to 31 December 2020.

SUBMISSION

The questionnaire should be completed by using this word document and sent by email to: RBC@oecd.org copying nicolas.hachez@oecd.org and carissa.munro@oecd.org by **22 January 2021**.

Should you have any questions on how to fill this questionnaire, please contact carissa.munro@oecd.org.

I. NATIONAL CONTACT POINT ANNUAL REPORTING QUESTIONNAIRE (2020)

A. CONTACT INFORMATION	
<i>Please provide the contact information of the person filling in the questionnaire.</i>	
Name:	Janne Änilane
Job title:	Executive Officer
Email:	ncp.estonia@mkm.ee
Telephone number:	+3726256489

B. INSTITUTIONAL ARRANGEMENTS	
(a) Structure, location and composition of the NCP	
1. What is the <u>structure of the NCP</u> ?	Single-agency
2. Who are the members of the NCP? <i>Please describe the functions of the members of the NCP and the ministry/agency or stakeholder organisation they represent. No names are required.</i>	The task of NCP is given to the Internal Market Department of the Ministry of Economic Affairs and Communications. Two persons are working at NCP.
3. If the NCP is not a <u>single-agency NCP</u> , does it have a <u>secretariat</u> ?	Choose an item.
If yes, in which ministry or agency?	Click here to enter text.
If yes, in which department of the ministry or agency?	Click here to enter text.
4. Has the NCP been established through a legislative, regulatory or administrative instrument (e.g. a statute, a decree, a ministerial resolution)?	Yes
If yes, please provide the name and date of this instrument, and a link if available	Directive of the Minister of Entrepreneurship and Information Technology of 22 November 2018, <i>Approval of the work procedure of the Estonian National Contact Point for processing complaints based on the Organisation for Economic Co-operation and Development (OECD) Guidelines for Multinational Enterprises.</i> https://www.mkm.ee/sites/default/files/procedural_description_of_oecd_guidelines_complaints_and_their_processing.pdf
<i>Additional comments on Structure, location and composition of the NCP</i> <i>Estonia has not received any specific instances yet, but in case of a complaint, we shall include experts from other ministries and organisations depending on the case.</i>	
(b) Advisory body	
5. Does the NCP have one or several <u>advisory bodies</u> ?	No
If the NCP has several advisory bodies, please specify.	Click here to enter text.
If yes, please describe the advisory body(ies)' functions (e.g. advising on promotion, on specific instance handling in general, on individual cases, providing <u>oversight</u> , etc.)	Click here to enter text.

<p>If yes, please list the names of organisations that are represented on the advisory body(ies) and the type of organisation. (e.g. government, business, business organisation, NGO, trade union, academia, consumer organisation, etc.)</p>	<p>Click here to enter text.</p>		
<p>If yes, please indicate how often the advisory body(ies) meets</p>	<p>Choose an item.</p>		
<p>6. If an advisory body provides oversight, please describe the oversight procedure</p>	<p>Click here to enter text.</p>		
<p><i>Additional comments on Advisory body:</i> Click here to enter text.</p>			
<p>(c) Human and financial resources</p>			
<p>7. Does the NCP have dedicated full-time staff? <i>If yes, please indicate the number.</i></p>	<p>No</p>	<p>NCP staff and activities are funded from the ministry's budget, but no separate budget is allocated.</p>	
<p>8. Does the NCP have dedicated part-time staff? <i>If yes, please indicate in the second box the number of part-time staff members and in the third box the percentage of time spent on NCP matters for each part-time staff member.</i></p>	<p>Yes</p>	<p>2</p>	<p>20%</p>
<p>9. Have any full-time or part-time staff members joined the secretariat during the year? <i>If yes, please indicate how many.</i></p>	<p>No</p>	<p>Click here to enter text.</p>	
<p>10. Have any full-time or part-time staff members left the NCP during the year? <i>If yes, please indicate how many.</i></p>	<p>No</p>	<p>Click here to enter text.</p>	
<p>11. Did the NCP have a <u>dedicated budget</u> this year?</p>	<p>No</p>		
<p>If no, were financial resources for promotional activities allocated on an ad hoc basis when requested by the NCP?</p>	<p>Yes</p>		
<p>If no, were financial resources for specific instances allocated on an ad hoc basis when requested by the NCP?</p>	<p>N/A: The NCP did not handle specific instances this year</p>		
<p>12. During the year, did the human and financial resources available to the NCP allow it to:</p>			
<p>Handle specific instances in an efficient and timely manner</p>	<p>N/A: The NCP did not handle a specific instance this year</p>		
<p>Organise promotional events</p>	<p>Yes</p>		
<p>Attend NCP meetings at the OECD</p>	<p>Yes</p>		
<p>Attend events organised by other NCPs</p>	<p>Yes</p>		
<p>Attend events organised by stakeholders</p>	<p>Yes</p>		
<p>Cover professional mediator fees or in-house mediator fees</p>	<p>N/A: The NCP did not need to hire a mediator this year</p>		

Conduct fact-finding research into specific instances	N/A: The NCP did not need to conduct fact finding research this year
If you answered no to any of the above, please specify	Click here to enter text.
<i>Additional comments on Human and financial resources:</i> This year, due to the Covid pandemic, NCP organised an online meeting, which did not require any finances. Also, the NCP meetings were held online and did not require any costs. However, we did plan travel costs for OECD meetings, also budget for conducting a study on the performance of NCP (completed in June 2020) and translation costs of the Due Diligence Guide (May 2020).	
(d) Reporting	
13. Does the NCP <u>report</u> to the executive on its activities?	No
If yes, how often?	N/A
14. Does the NCP report to the legislative body on its activities?	No
If yes, how often?	Choose an item.
15. Please indicate any other relevant transparency requirement (e.g. access to information or disclosure laws) applicable to the NCP in your country	Click here to enter text.
<i>Additional comments on Reporting:</i> Click here to enter text.	

C. INFORMATION AND PROMOTION	
(a) NCP website²	
16. Does the NCP have a website? If yes, please provide the link in the second box.	<p>Yes</p> <p>In English: https://www.mkm.ee/en/objectives-activities/economic-development/oecd-guidelines-and-surveillance</p> <p>In Estonian: https://www.mkm.ee/et/eesmargid-tegevused/majandus-e-arendamine/oecd-suunised-vastutustundliku-ettevotluse-pohimotete</p>

² This includes dedicated NCP webpages as part of the Ministry's website.

If yes, was the website created/renovated this year?	Yes
17. Are the following items available on the NCP website?	
Information about the Guidelines and the role of the NCP	
The text of the Guidelines	Yes
A description of the Guidelines	No
The OECD Due Diligence Guidance Documents	Yes
Explanatory text about due diligence	No
Information on the NCP and its mandate	Yes
The NCP Annual Report submitted to the OECD	Yes
The NCP's Report to the executive and/or legislative (if applicable)	N/A: The NCP does not report to the executive and/or legislative
The NCP's peer review report (if applicable)	N/A: The NCP does not have a peer review report
Information about specific instances	
Information on how to submit a specific instance	Yes
An online form to submit a specific instance	Yes
The NCP's rules of procedure	Yes
All final statements since 2011	No
Information on promotional activities	
The NCP's promotional plan	N/A: The NCP does not have a promotional plan
Information on upcoming events promoting the Guidelines	No
Information on past events promoting the Guidelines	No
Contact information	
Information on how to make an enquiry to the NCP	Yes
A phone number to reach the NCP directly	No
An email address to reach the NCP directly	Yes
<i>Additional comments on NCP website:</i>	
<ul style="list-style-type: none"> This year, we translated the Due Diligence Guidance into Estonian: OECD hoolsuskohustuse juhend vastutustundliku ettevõtluse oõhimõtete järgimiseks 	
(b) Promotional activities³	
18. Does the NCP have a promotional plan for the coming year(s)?	No

³ 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.

19. Did the NCP organise or co-organise events to promote the Guidelines and/or the NCP during the year? <i>If yes, please provide details in table 1 in Annex 1.</i>	Yes
20. Did the NCP make a presentation to promote the Guidelines and/or the NCP in events organised by others? <i>If yes, please provide details in table 2 in Annex 1.</i>	Yes
21. Did the NCP make use of social media to communicate on NCP promotional activities during the year?	No
22. Did the NCP hold a <u>stakeholder meeting</u> during the year?	Yes
23. Did the NCP promote the Guidelines among the business community during the year?	Yes
24. Did the NCP carry out any training on the Guidelines aimed at businesses during the year?	No
25. Did the NCP promote the Guidelines among NGOs during the year?	Yes
26. Did the NCP promote the Guidelines among trade unions during the year?	Yes
27. Did the NCP promote the Guidelines among government agencies during the year?	Yes
28. Did the NCP promote the Guidelines among embassies abroad during the year?	No
29. Did the NCP promote the Guidelines to investment promotion agencies during the year?	No
30. Did the NCP focus on any of the following during promotional activities during the year:	
OECD Due Diligence Guidance for Responsible Business Conduct	No
OECD Due Diligence Guidance for Responsible Supply Chains in the Garment and Footwear Sector	No
Due Diligence for Responsible Corporate Lending and Securities Underwriting and/or Responsible Business Conduct for Institutional Investors	No
OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas	No
OECD Due Diligence Guidance for Meaningful Stakeholder Engagement in the Extractive Sector	No
OECD-FAO Guidance for Responsible Agricultural Supply Chains	No
<p><i>Additional comments on the section Promotional activities:</i> <i>This year, we conducted a study to find the best structure and legal basis for the Estonian NCP:</i> https://www.mkm.ee/sites/default/files/oeed_vastutustundliku_ettevotluse_eesti_kontaktpunkti_ulasehituse_ja_oigusliku_aluse_uuring.pdf <i>It contains a short summary in English on p. 7. During the process, on 9 June, we had a meeting with stakeholders (business associations, NGOs, other ministries, trade union association, etc.) to promote the NCP and introduce the study. We also asked for their willingness to further cooperate with NCP to proceed specific instances and agreed to cooperate with them on ad hoc basis.</i></p>	

NATIONAL CONTACT POINT REPORTING QUESTIONNAIRE (2020)

D. SPECIFIC INSTANCES	
(a) NCP rules of procedure for handling specific instances	
31. Does the NCP have rules of procedure describing the handling of specific instances?	Yes
32. Are the rules of procedure available online? <i>If yes, please provide a link in the second box. If no, please attach a copy of the rules of procedure to this questionnaire</i>	Yes https://www.mkm.ee/en/objectives-activities/economic-development/oecd-guidelines-and-surveillance
33. Were the NCP's rules of procedure modified this year?	No
<p><i>Additional comments on the section Rules of procedure:</i> <i>This year, we conducted a study to find the best structure and legal basis for the Estonian NCP:</i> https://www.mkm.ee/sites/default/files/oecd_vastutustundliku_ettevotluse_eesti_kont_aktipunkti_ulesehituse_ja_oigusliku_aluse_uuring.pdf It contains a short summary in English on p. 7. Based on the study, we are currently working on the new rules of procedure and the complaint form. We will change the procedure in the first part of this year and will change our website accordingly.</p>	
(b) Specific instance practicalities	
34. Does the NCP confirm receipt of a specific instance submission?	N/A: The NCP has never received a specific instance
35. Does the NCP request feedback from the parties on the procedure following the conclusion of a specific instance?	N/A: The NCP has never received a specific instance
36. Has the NCP staff undergone training in dispute resolution or problem solving (e.g. mediation)?	No
37. Did the NCP engage professional mediators during the year?	N/A: The NCP did not handle specific instances this year
38. Did the NCP staff or members conduct mediation this year?	N/A: The NCP did not handle specific instances this year
<p><i>Additional comments on the section Specific instance practicalities:</i> The rules of procedure set an obligation to confirm the receipt of a specific instance. However, Estonia has not received any specific instances yet.</p>	
(c) Reporting specific instances	
39. Did the NCP receive new specific instance submissions during the year? <i>If yes, please also provide details in Annex 2</i>	No

40. Did the NCP close specific instances during the year? <i>If yes, please also provide details in Annex 2</i>	No
41. 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 year? <i>If yes, please also provide details in Annex 2</i>	N/A
42. Did the NCP follow up on a case during the year? <i>If yes, please also provide details in Annex 2</i>	N/A
43. Is the OECD case database accurate and up to date with regard to cases handled by the NCP? If not, please provide details (missing cases, out of date entries, broken links, etc.) in the additional comments section below.	N/A
<p>Additional comments on the section <i>Reporting specific instances</i>: Estonia has not received any specific instances yet.</p>	

E. PEER LEARNING AND PEER REVIEWS	
44. Did the NCP take part in the following activities with other NCPs during the year:	
Host a peer learning activity	No
Participate in peer learning activities hosted by other NCPs	Yes
Co-operate with other NCPs in handling specific instances	N/A: The NCP did not handle specific instances this year, either as lead or supporting NCP
Provide mentoring/capacity building to another NCP	No
45. Is the NCP interested in hosting an NCP learning/experience-sharing event in 2020?	No
46. Which topic would the NCP consider to be a priority to cover in a peer learning event?	How to handle specific instances, how to convince the businesses to participate in the mediation process.
47. Is the NCP interested in participating in developing tools for use by NCPs?	Yes
48. Is the NCP interested in acting as a peer reviewer in the future?	No
If yes, please specify the semester and the year	Click here to enter text.

Additional comments on the section *Peer-learning and peer reviews*:

We participated in the NCP meeting in Budapest in January 2020. We also committed to undergo a peer review in the second half of 2023. In 2020, we conducted a study on the best performance of the Estonian NCP during which we interviewed several other NCPs (Finland, Sweden, Lithuania, Latvia, Poland) to discuss their views. This could also be considered as a peer-learning.

F. POLICY COHERENCE ⁴	
49. Have the Guidelines been referred to in relevant national legislation/regulations/policies adopted during the year? <i>(e.g. on responsible business conduct; non-financial reporting, export credits regulation, public procurement)</i>	No
If yes, please provide a short summary and a link to the legislation. <i>If a link is not available, please attach a copy of the legislation to this questionnaire.</i>	Click here to enter text.
50. Did your country adopt a National Action Plan (NAP) this year? <i>If yes, please indicate which type of NAP.</i>	No N/A
If yes, please provide a link.	Click here to enter text.
If yes, does the NAP make reference to the Guidelines?	Choose an item.
If yes, does the NAP make reference to the NCP?	Choose an item.
51. Was a NAP in development this year? <i>If yes, please indicate which NAP.</i>	No N/A
If yes, did the NCP participate in the development of the National Action Plan?	Choose an item.
52. Did the NCP inform officials responsible for trade missions of its relevant statements and reports?	N/A: the NCP did not publish any statement this year
53. Did the NCP inform officials responsible for foreign trade and investment incentives of its relevant statements and reports?	N/A: the NCP did not publish any statement this year
54. Did the NCP inform officials responsible for public procurement of its relevant statements and reports?	N/A: the NCP did not publish any statement this year
55. Does your national legislation or policy on public procurement refer to the Guidelines and/or OECD due diligence instruments and/or to the NCP process?	No
If yes, please provide a link to the legislation. <i>If a link is not available, please attach a copy of the legislation to this questionnaire.</i>	Click to enter text.

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 [...]”

56. Have public procurement officials/practitioners consulted the NCP on the Guidelines and OECD due diligence instruments or involved the NCP in specific public procurement opportunities?	No
57. Were public procurement officials involved in any of your training/outreach activities?	No
58. What tools or activities does the NCP develop to support public procurement practitioners on RBC and OECD due diligence?	Click to enter text.
59. Please identify any specific initiatives/good practices involving public procurement and RBC in your country.	Click to enter text.
60. Please include any other examples of policy coherence activities.	Click to enter text.
<p><i>Additional comments on Policy Coherence:</i> Click here to enter text.</p>	

G. CHALLENGES	
61. Has the NCP faced any particular challenge(s) it would like to highlight this year?	How to guarantee impartiality of the NCP (e.g. location at a ministry/agency dealing with enterprises)? What is the legal effect of the final statement? What is the role of NCP – is it just mediation or should it have a stronger role? How to convince businesses participate in the mediation process? The dilemma between voluntariness of the process and the obligation to meet the requirements?
<p><i>Additional comments on Challenges:</i> Click here to enter text.</p>	

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 1

NCP-organised and co-organised events to promote the Guidelines and/or the NCP							
Title	Date <i>(dd/mm/yyyy)</i>	Location	Type of event	Size of audience	Organised or co-organised?	Targeted audience <i>e.g. Business representatives, NGOs, Trade unions, Academia, General public, Government representatives, etc.</i>	Theme <i>e.g. the OECD Guidelines, the NCP activities on sector due diligence guidance documents, etc.</i>
Stakeholder meeting	09/06/2020	online	Webinar	10-50	Organised	Business representatives, NGOs, trade union association, government representatives	Presentation of the study conducted on the NCP
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Choose an item.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Choose an item.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Choose an item.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Choose an item.	Click here to enter text.	Click here to enter text.

Total number=

1

Table 2**Presentations by the NCP to promote the Guidelines and/or the NCP in events organised by others**

Title	Date <i>(dd/mm/yyyy)</i>	Location	Type of event	Size of audience	Targeted audience <i>e.g. Business representatives, NGOs, Trade unions, Academia, General public, Government representatives, etc</i>	Organiser(s)	Type of intervention	Theme of the intervention
Annual meeting of the Responsible Business Forum of Estonia	18/06/2020	online	Meeting	10-50	Members of the Responsible Business Forum	Responsible Business Forum of Estonia	Presentation on NCP and MNE Guidelines	NCP , MNE Guidelines
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

Total number=

1

Annex 2: SPECIFIC INSTANCES

Please provide details of the following in the table below:

1. Specific instances **in progress** during the year (specific instances received and found to merit further examination after the initial assessment, and under consideration by the NCP).
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).
3. Specific instances **not accepted** during the year (specific instances that the NCP found not to merit further examination).
4. Specific instances for which **follow up** was performed during the year (the NCP monitored whether the agreement reached by the parties or its recommendations to the parties have been implemented)

Please add additional lines if needed.

We encourage all NCPs to inform the OECD 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 OECD Secretariat, please complete and send this [form](#) to ncp-specific-instances@oecd.org⁵.

For all specific instances that are currently IN PROGRESS:

Names of parties	Date received <i>(dd/mm/yyyy)</i>	Is the initial assessment publicly available?	Link to OECD database if available	Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.
Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.

⁵ According to paragraph 42 of the Commentary on the Implementation Procedures of the OECD 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”.

Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.
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Total number=	0
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For all specific instances that were CONCLUDED during the year:

Title	Date received (dd/mm/yyyy)	Date concluded (dd/mm/yyyy)	Link to OECD database if available	Outcomes achieved	Does the final statement plan for follow up?	Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.

Total number=	0
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For all specific instances that were NOT ACCEPTED during the year:

Title	Date received (dd/mm/yyyy)	Link to OECD database if available	Reasons for not accepting the specific instance	Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.

Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.
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Total number= 0

For all specific instances for which FOLLOW UP was performed during the year:

Title	Date concluded (dd/mm/yyyy)	Date of follow up (dd/mm/yyyy)	Was a public follow up statement issued?	Link to the follow up statement, if applicable
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.

Total number= 0

II. QUESTIONS RELATED TO THE OECD GUIDELINES STOCKTAKING EXERCISE

A. General questions

1. Please cite what you see as the top three achievements of the work on the OECD Guidelines for Multinational Enterprises.

Type your answer here:

2. How does your country evaluate the overall suitability of the Guidelines to meet the challenges for RBC in the future? [Scale 1-10, with 10 being highest suitability and 1 the lowest]

1 2 3 4 5 6 7 8 9 10

3. How does your country evaluate the suitability of the Guidelines for the following themes? [Scale 1-10, with 10 being highest suitability and 1 the lowest] Please add any further comments to elaborate on your answer or describe how the Guidelines could better address those themes (e.g. through clarifications, a revision, additional guidance or analytical work, etc.):

- Digitalisation

1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

- Diversity, including gender

1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

- Global environmental issues (e.g. climate change, biodiversity loss; circular economy)

1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

- Indigenous peoples' rights

1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

- Animal welfare

1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

- Integrity, lobbying

1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

- Corporate governance (e.g. Director and fiduciary duties, senior management oversight and accountability, remuneration)
1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

- Scope of enterprises covered (e.g. non-traditional MNEs, SMEs, other)
1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

- Interpretation of the Guidelines and monitoring of NCP network (taking into account the creation of the WPRBC in 2013)
1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

- Other (please specify):
1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

4. How does your country evaluate the suitability of the provisions of the Procedural Guidance regarding interpretation of the Guidelines and monitoring of the NCP network, taking into account the creation of the WPRBC in 2013? *[Scale 1-10, with 10 being highest suitability and 1 the lowest]*

1 2 3 4 5 6 7 8 9 10

Insert additional comments here:

5. The 2011 update of the Guidelines introduced the “proactive agenda” which has developed and implemented due diligence guidance through multi-stakeholder processes in specific sectors or for specific RBC issues. What would you say are the main achievements of the Working Party’s multi-stakeholder work on due diligence since its inception, and what should be prioritised or included to address the key issues for RBC in the future?

Type your answer here:

6. How does your country evaluate the suitability of the provisions on due diligence in the Guidelines, in particular in light of the various due diligence guidance adopted since 2011? *[Scale 1-10, with 10 being highest suitability and 1 the lowest]* Please add any further comments to elaborate on your answer or describe how the Guidelines could better address those themes (e.g. through clarifications, aligning commentary with core elements of due diligence from the OECD Due Diligence Guidance for RBC, cross referencing the various guidance in the Guidelines, etc.):

1□ 2□ 3□ 4□ 5□ 6□ 7□ 8□ 9□ 10□

Insert additional comments here:

B. Chapter-specific questions

I. CONCEPTS AND PRINCIPLES

1. How does your country evaluate the continued relevance of the provisions in this Chapter? *[Scale 1-10, with 10 being highest suitability and 1 the lowest]*

1□ 2□ 3□ 4□ 5□ 6□ 7□ 8□ 9□ 10□

2. On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

3. Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

4. Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

5. Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

II. GENERAL POLICIES

1. How does your country evaluate the continued relevance of the provisions in this Chapter? *[Scale 1-10, with 10 being highest suitability and 1 the lowest]*

NATIONAL CONTACT POINT REPORTING QUESTIONNAIRE (2020)

1 2 3 4 5 6 7 8 9 10

2. On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

3. Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

4. Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

5. Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

III. DISCLOSURE

1. How does your country evaluate the continued relevance of the provisions in this Chapter? [Scale 1-10, with 10 being highest suitability and 1 the lowest]

1 2 3 4 5 6 7 8 9 10

2. On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

3. Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

4. Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

5. Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

IV. HUMAN RIGHTS

1. How does your country evaluate the continued relevance of the provisions in this Chapter? [Scale 1-10, with 10 being highest suitability and 1 the lowest]

1 2 3 4 5 6 7 8 9 10

2. On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

3. Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

4. Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any

strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

5. Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

V. EMPLOYMENT AND INDUSTRIAL RELATIONS

1. How does your country evaluate the continued relevance of the provisions in this Chapter? *[Scale 1-10, with 10 being highest suitability and 1 the lowest]*

1 2 3 4 5 6 7 8 9 10

2. On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

3. Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

4. Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

5. Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

VI. ENVIRONMENT

1. How does your country evaluate the continued relevance of the provisions in this Chapter? *[Scale 1-10, with 10 being highest suitability and 1 the lowest]*

1 2 3 4 5 6 7 8 9 10

2. On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

3. Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

4. Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

5. Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

VII. COMBATTING BRIBERY, BRIBE SOLICITATION AND EXTORTION

1. How does your country evaluate the continued relevance of the provisions in this Chapter? *[Scale 1-10, with 10 being highest suitability and 1 the lowest]*

1 2 3 4 5 6 7 8 9 10

2. On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

3. Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

4. Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

5. Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

VIII. CONSUMER INTERESTS

1. How does your country evaluate the continued relevance of the provisions in this Chapter? [Scale 1-10, with 10 being highest suitability and 1 the lowest]

1 2 3 4 5 6 7 8 9 10

2. On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

3. Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

- Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

- Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

IX. SCIENCE AND TECHNOLOGY

- How does your country evaluate the continued relevance of the provisions in this Chapter? [Scale 1-10, with 10 being highest suitability and 1 the lowest]

1 2 3 4 5 6 7 8 9 10

- On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

- Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

- Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

5. Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

X. COMPETITION

1. How does your country evaluate the continued relevance of the provisions in this Chapter? *[Scale 1-10, with 10 being highest suitability and 1 the lowest]*

1 2 3 4 5 6 7 8 9 10

2. On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

3. Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

4. Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

5. Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

XI. TAXATION

1. How does your country evaluate the continued relevance of the provisions in this Chapter? *[Scale 1-10, with 10 being highest suitability and 1 the lowest]*

1 2 3 4 5 6 7 8 9 10

2. On which specific themes or issues do you find this chapter to be particularly well-adapted to and successful in addressing the contemporary challenges faced by Adherents? Please provide examples.

Type your answer here:

3. Which specific themes or contemporary challenges do you find this chapter currently fails to address or fails to address adequately? Please provide examples.

Type your answer here:

4. Please provide examples of the most relevant specific instances that your NCP has dealt with in relation to this chapter (please provide the link to the cases in the NCP case database, and a short explanation of what these cases show regarding the continued relevance or not of this chapter, explaining any strengths, weaknesses, gaps, or complexities of the Guidelines illustrated by the case)?

Type your answer here:

5. Please include information and links on any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of this Chapter.

Type your answer here:

PROCEDURAL GUIDANCE

1. How does your country evaluate the continued relevance of the provisions of the Procedural Guidance? *[Scale 1-10, with 10 being highest suitability and 1 the lowest]*

1 2 3 4 5 6 7 8 9 10

2. Which existing provisions of the Procedural Guidance have enabled NCPs to effectively fulfil their mandate and lead to achievements?

Type your answer here:

3. Which provisions do you think are missing or are inadequate in this regard?

Type your answer here:

4. Please provide examples of the most relevant specific instances that your NCP has dealt with, and which illustrate the continued relevance of the Procedural Guidance, leading to achievements; or which show gaps or inadequacies in the Procedural Guidance (please provide the link to the case in the NCP case database, and a short explanation)?

Type your answer here:

5. Please include any national policy, regulation, guidance or other relevant document that are of relevance for the implementation of the Procedural Guidance.

Type your answer here:

END OF QUESTIONNAIRE