

NATIONAL CONTACT POINT REPORTING QUESTIONNAIRE (2019)

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

This questionnaire comprises 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

TYPES OF QUESTIONS

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.

Example:

(b) Advisory body	
5. Does the NCP have one or several advisory bodies?	Yes/No

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".

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:

*Additional comments on **Advisory body***
[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. 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 by a group of individuals belonging to the same service in the same ministry.
 - 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 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. 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 2019.

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 kathryn.dovey@oecd.org by **24 January 2020**.

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

NATIONAL CONTACT POINT REPORTING QUESTIONNAIRE (2019)

A. CONTACT INFORMATION	
<i>Please provide the contact information of the person filling in the questionnaire.</i>	
Name:	Bente Follestad Bakken
Job title:	Senior Adviser
Email:	beba@mfa.no
Telephone number:	+4793029602

B. INSTITUTIONAL ARRANGEMENTS	
(a) Structure, location and composition of the NCP	
1. What is the <u>structure</u> of the NCP?	Expert-based
2. Who are the members of the NCP? <i>Please describe the functions of the members of the NCP and the ministry/organisation they represent. No names are required.</i>	There is a chairman nominated jointly by the Ministry of foreign affairs and Ministry of trade and fisheries. The other members are nominated by the social partners and civil society organisations respectively.
3. If the NCP is not a <u>single-agency NCP</u> , does it have a <u>secretariat</u> ?	Yes
If yes, in which ministry or government body?	Ministry of Foreign Affairs
If yes, in which department of the ministry or government body?	Section for Business Relations and Private Sector Development
4. Has the NCP been established through a legislative, regulatory or administrative instrument (e.g. a statute, a decree, a ministerial resolution)?	No
If yes, please provide the name and dated of this instrument, and a link if available	The Ministry of Foreign Affairs and the Ministry of Trade, Industry and Fisheries, in consultation with the Ministry of Finance and the Ministry of Labour and Social Affairs, have adopted a mandate for Norway's National Contact Point for Responsible Business Conduct (Norway's NCP
<i>Additional comments on Structure, location and composition of the NCP</i> Norway's NCP is established as an impartial, independent public body that gives legally non-binding advice in accordance with the Guidelines. It is currently located in the Ministry of Foreign Affairs' offices, but is act independent of the Ministry as mentioned above. Norway's NCP has four members who are appointed on the basis of their professional expertise and experience. A gender balance is to be sought. The chair is appointed for four years, the remaining three members for three years at a time. Members may be re-elected once.	
(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.)	N/A		
If yes, please list the names of organisations that are represented on the advisory body(ies) and the type of organisation. (e.g. government, NGO, trade union, business, business organisation, academic, consumer organisation, etc.)	N/A		
If yes, please indicate how often the advisory body(ies) meets	N/A		
6. If an advisory body provides <u>oversight</u> , please describe the oversight procedure	N/A		
<i>Additional comments on Advisory body:</i> Click here to enter text.			
(c) Human and financial resources			
7. Does the NCP have dedicated full-time staff? <i>If yes, please indicate the number.</i>	Yes	3	
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>	No	Click here to enter text.	Click here to enter text.
9. Have any full-time or part-time staff members joined the secretariat/support office during the year? <i>If yes, please indicate how many.</i>	Yes, full-time staff member(s)	1	
10. Have any full-time or part-time staff members left the NCP during the year? <i>If yes, please indicate how many.</i>	No	Click here to enter text.	
11. Did the NCP have a <u>dedicated budget</u> this year?	Yes		
If no, were financial resources for promotional activities allocated on an ad hoc basis when requested by the NCP?	Choose an item.		
If no, were financial resources for specific instances allocated on an ad hoc basis when requested by the NCP?	Choose an item.		
12. During the year, did the human and financial resources available to the NCP allow it to:			
Handle specific instances in an efficient and timely manner	Yes		
Organise promotional events	Yes		
Attend NCP meetings at the OECD	Yes		
Attend events organised by other NCPs	N/A: The NCP was not invited to/chose not to attend such events		
Attend events organised by stakeholders	Yes		
Cover professional mediator fees or in-house mediator fees	Yes		
Conduct fact-finding research into specific instances	Yes		

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> The Norwegian NCP has currently two permanent staff and two hired-in staffs. The hired-in resources, have employment contracts on a monthly basis, which makes the delivery of planned events and services somehow unpredictable for the Norwegian NCP.	
(d) Reporting	
13. Does the NCP <u>report</u> to the government on its activities?	Yes
If yes, how often?	On an ongoing basis
14. Does the NCP report to parliament on its activities?	No
If yes, how often?	Choose an item.
15. Please indicate any other relevant transparency requirement applicable to the NCP in your country	The Norwegian NCP comply with the Freedom of Information Act and have its own website. The NCP report on its activities annually to the public, to the OECD Investment Committee, and to the Ministry of Foreign Affairs, the Ministry of Trade, Industry and Fisheries, the Ministry of Finance, and the Ministry of Labour and Social Affairs
<i>Additional comments on Reporting:</i> The Ministry of foreign affairs reports on the activities of the NCP to Parliament.	

C. INFORMATION AND PROMOTION		
(a) NCP website²		
16. Does the NCP have a website? If yes, please provide the link in the second box.	Yes	Click here to enter text. https://www.responsiblebusiness.no/en/
If yes, was the website created/renovated this year?	No	
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	Yes	
The OECD Due Diligence Guidance Documents	Yes	
Explanatory text about due diligence	Yes	
Information on the NCP and its mandate	Yes	

²

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

The NCP Annual Report submitted to the OECD	Yes
The NCP's Report to government and/or parliament (if applicable)	Yes
The NCP's peer review report (if applicable)	Yes
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 procedures	Yes
All final statements since 2011	Yes
Information on promotional activities	
The NCP's promotional plan	No
Information on upcoming events promoting the Guidelines	Yes
Information on past events promoting the Guidelines	Yes
Contact information	
Information on how to make an enquiry to the NCP	Yes
A phone number to reach the NCP directly	Yes
An email address to reach the NCP directly	Yes
<i>Additional comments on NCP website:</i> The NCP emphasises regularly updates it's website and we have app 400 subscribers for a newsletter with news from the website. We are also actively using social media for updates such as Facebook, Twitter and LinkedIn. Additionally, the Norwegian NCP will add-on its Annual report submitted to the OECD as well as our Promotional Plan up front of the promotional activities for 2020.	
(b) Promotional activities³	
18. Does the NCP have a promotional plan for the coming year(s)?	Yes
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?	Yes
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?	Yes

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.

25. Did the NCP promote the Guidelines among NGOs during the year? Dialogmøte, Fellesrådet for Afrika	Yes
26. Did the NCP promote the Guidelines among trade unions during the year? Dialogmøte?	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? Gitt vi tenker næringslivsdelegasjon	Yes
29. Did the NCP promote the Guidelines to investment promotion agencies during the year?	Yes
30. Did the NCP focus on any of the following during promotional activities during the year:	
OECD Due Diligence Guidance for Responsible Business Conduct	Yes
OECD Due Diligence Guidance for Responsible Supply Chains in the Garment and Footwear Sector	Yes
Due Diligence for Responsible Corporate Lending and Securities Underwriting and/or Responsible Business Conduct for Institutional Investors	Yes
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	Yes
OECD-FAO Guidance for Responsible Agricultural Supply Chains	No
Additional comments on the section <i>Promotional activities</i>: The NCP has undertaken promotional activities, and in 2019 the NCP developed a short version of the OECD Due Diligence Guidance for Responsible Business Conduct. The Guidance was also translated to Norwegian. OECDs Due Diligence Guidance for Meaningful Stakeholder Engagement in the Extractive Sector, is also translated to sami and norweigan.	

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 Link here
33. Were the NCP's rules of procedure modified this year?	No

<p><i>Additional comments on the section Rules of procedure:</i> Click here to enter text.</p>	
<p>(b) Specific instance practicalities</p>	
<p>34. Does the NCP confirm receipt of a specific instance submission?</p>	<p>Yes</p>
<p>35. Does the NCP request feedback from the parties on the procedure following the conclusion of a specific instance?</p>	<p>Yes</p>
<p>36. Has the NCP staff undergone training in dispute resolution or problem solving (e.g. mediation)?</p>	<p>Yes</p>
<p>37. Did the NCP engage professional mediators during the year?</p>	<p><i>N/A: The NCP did not handle specific instances this year</i></p>
<p>38. Did the NCP staff or members conduct mediation this year?</p>	<p>No</p>
<p><i>Additional comments on the section Specific instance practicalities:</i> Click here to enter text.</p>	
<p>(c) Reporting specific instances</p>	
<p>39. Did the NCP receive new specific instance submissions during the year? <i>If yes, please also provide details in Annex 2</i></p>	<p>Yes</p>
<p>40. Did the NCP close specific instances during the year? <i>If yes, please also provide details in Annex 2</i></p>	<p>No</p>
<p>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 calendar year? <i>If yes, please also provide details in Annex 2</i></p>	<p>Yes</p>
<p>42. Did the NCP follow up on a case during the year? <i>If yes, please also provide details in Annex 2</i></p>	<p>Yes</p>
<p>43. Is the OECD case database accurate and up to date with regard to cases handled by the NCP?</p>	<p>Yes</p>

*Additional comments on the section **Reporting specific instances**:*
Click here to enter text.

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	<i>Yes</i>
Participate in peer learning activities hosted by other NCPs	<i>No</i>
Co-operate with other NCPs in handling specific instances	<i>Yes</i>
Provide mentoring/capacity building to another NCP	<i>Yes</i>
45. Is the NCP interested in hosting an NCP learning/experience-sharing event in 2020?	<i>Yes</i>
46. Which topic would the NCP consider to be a priority to cover in a peer learning event?	Promotion of the OECD guidelines and case handling.
47. Is the NCP interested in participating in developing tools for use by NCPs?	<i>Yes</i>
48. Is the NCP interested in acting as a peer reviewer in the future?	<i>Yes</i>
If yes, please specify the semester and the year	<i>To be confirmed</i>
<p><i>Additional comments on the section Peer-learning and peer reviews:</i> Click here to enter text.</p>	

F. POLICY COHERENCE⁴	
49. Have the Guidelines been referred to in relevant national legislation/regulations/policies adopted during the year? (e.g. on responsible business conduct; non-financial reporting, export credits regulation, public procurement)	<i>No</i>

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 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	Choose an item.
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	Choose an item.
If yes, did the NCP participate in the development of the National Action Plan?	Choose an item.	
52. Did the NCP communicate public statements on specific instances to officials responsible for trade missions?	N/A: the NCP did not publish any statement this year	
53. Did the NCP communicate public statements on specific instances to officials responsible for foreign trade and investment incentives?	N/A: the NCP did not publish any statement this year	
54. Did the NCP communicate public statements on specific instances to public procurement officials?	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?	Yes	
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>	<p>According to §5 in the Norwegian public procurement law (§5 LOA), public organisations have to promote human rights when procuring products with high risk of human rights breaches in the global supply chains.</p> <p>Norwegian Digitalization Agency has therefore produced a list of high risk products. Official documentation reveals systematic breaches of human rights in the supply chains of these products.</p> <p>https://www.anskaffelser.no/public-procurement/socially-responsible-public-procurement</p>	
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?	Yes	
57. Were public procurement officials involved in any of your training/outreach activities?	No	
58. What tools or projects does the NCP develop to support public procurement practitioners on RBC and OECD due diligence?	Not applicable to MFA	
59. Please flag any specific initiatives/good practice involving public procurement and RBC in your country.	<p>-Providing of tools and templates with requirements and criteria for public tenders in line with RBC guidelines https://www.anskaffelser.no/public-procurement/socially-responsible-public-procurement</p>	

PROPOSED AMENDMENTS TO THE ANNUAL REPORTING QUESTIONNAIRE FOR NCPS

	<p>-Providing a high risk list in accordance to salience of human rights breaches in product categories common in Norwegian public procurement https://www.anskaffelser.no/public-procurement/socially-responsible-public-procurement/information-about-high-risk-products</p> <p>-Expert network of public procures meeting quarterly to discuss using requirements and criteria in public tender in line with the RBC guideline's</p>
<p>60. Please indicate any other examples of policy coherence activities.</p>	<p>Interministerial committee on the National Action Plan for UNGP, established in 2016 agreed in 2019 on a common set of expectations on RBC. These expectations will form the basis for guidance and services from public authorities.</p> <p>Policy coherence working group on Sustainable Development Goals.</p> <p>In the preamble to the <i>OECD Due Diligence Guidance for Responsible Business Conduct – an introduction</i> (in Norwegian), the Minister of Foreign Affairs, the Minister of International Development and the Minister of Trade and Industry, jointly promoted the Guidelines and the importance of due diligence.</p> <p>White Paper on State Ownership (Meld. St. 8 (2019-2020) – Statens direkte eierskap – Bærekraftig verdiskaping) from the Ministry of Trade, Industry and Fisheries, promotes the <i>OECD Guidelines for multinational companies</i> and the <i>OECD Due Diligence Guidance for Responsible Business Conduct</i>.</p>
<p><i>Additional comments on Policy Coherence:</i></p>	

<p>G. CHALLENGES</p>	
<p>61. Has the NCP faced any particular challenge(s) it would like to highlight this year?</p>	<p>Click here to enter text.</p>
<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>
Course in RBC and due diligence	12/2/2019	Oslo	Conference	10-50	Organised	Business representatives	OECD guidelines, due diligence, RBC
Course in RBC and due diligence	3/26/2019	Oslo	Conference	10-50	Organised	Business representatives	OECD guidelines, due diligence, RBC
Dialogue meeting and launch of annual report	08/04/2018	Oslo	Conference	10-50	Organised	Business representatives, NGOs, trade unions, academia, government representatives, general public	OECDs guidelines, NCP activities, complaint handling, input from stakeholders, RBC.
Nordic NCP seminar	05/20-21/2019	Oslo	Conference	10-50	Co-organised	Nordic Baltic NCPs	Internal peer learning; promoting due diligence for RBC, handling specific instances, labour rights in

							the Nordic Baltic countries& RBC in the finance and textile sector
Meeting with focus on GRI	6/4/2019Oslo	Oslo	Meeting	<10	Organised	Government representatives and civil society	GRI reporting principles
Business development and indigenous peoples' rights.	6/5-6/2019	Karasjok	Conference	10-50	Co-organised	Civil society, sami communities, local governments. academia, business	Complaint handling, Launch of the Norwegian and Sami OECD Due Diligence Guidance for Meaningful Stakeholder Engagement in the Extractive Sector.
Course in RBC and due diligence	8/26/2019	Oslo	Conference	10-50	Organised	Business representatives	OECD guidelines, due diligence, RBC
Course in RBC and due diligence	10/15/2019	Oslo	Conference	10-50	Organised	Business representatives	OECD guidelines, due diligence, RBC
Course in RBC and due diligence	11/19/2019	Oslo	Conference	10-50	Organised	Business representatives	OECD guidelines, due diligence, RBC

Total number= 9

Table 2

Presentations by the NCP to promote the Guidelines and/or the NCP in events organised by others								
Title	Date (dd/mm/yyyy)	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

Seminar on business development for ambassadors and other expatriates	01/03/19	Oslo	Other	50-100	Ambassadors employed at Norway's foreign missions	Ministry of Foreign Affairs	Stand	Expectations and requirements for RBC, OECD guidelines
The political Committee for African Joint Community	08/01/2019	Oslo	Meeting	<10	Civil society	Norwegian NCP and the political committee	Presentation	Expectations and requirements for RBC, OECD guidelines
OECD Forum on Due Diligence in the garment and footwear sector	02/13-14/2019	Paris	Conference	>100	Business representatives, NGOs, trade unions, academia, government	OECD	Workshop	Due diligence in the garment and footwear sector
OECD WPRBC	03/5-6/2019	Paris	Conference	50-100	National Contact Points	OECD	Presentation, panels and workshops	OECD guidelines for responsible business conduct
Preparation meeting for business delegation Chile	03/21/2019	Oslo	Meeting	10-50	Business	Norwegian NCP	Presentation	Expectations and requirements for RBC, OECD guidelines
Breakfast seminar – introduction of the OECD due diligence guidance for RBC	04/01/2019	Oslo	Meeting	10-50	Business	Ethical Trading Initiative and the Norwegian NCP	Presentation	Expectations and requirements for RBC, OECD guidelines
Seminar – finance with	04/26/2019	Oslo	Meeting	10-50	Business, finance	Norwegian NCP and Ethical Trading Initiative	Presentation	Expectations and requirements for RBC, OECD guidelines

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NORSIF ⁵ and Ethical Trading Initiative								
Preparation meeting – Business cooperation	05/05/2019	Oslo	Meeting	10-50	Ministry of Foreign Affairs employees	Norwegian NCP and the Ministry of Foreign Affairs	Presentation	Expectations and requirements for RBC, OECD guidelines
Due diligence in state owned enterprises	05/13/2019	Oslo	Meeting	10-50	Ministry of Finance	Norwegian NCP, Competence Forum in the Ministry of Finance and Ethical Trading Initiative	Workshop	Expectations and requirements for RBC, OECD guidelines
Responsible Business Conduct & Human Resources	09/04/2019	Ålesund	Meeting	10-50	Business	Human Resources Norway	Presentation	Expectations and requirements for RBC, OECD guidelines and how to integrate due diligence throughout the enterprise?
Modern slavery law for business	09/18/2019	Oslo	Meeting	10-50	Civil society, business, academia and government	Amnesty International	Panel	Expectations and requirements for RBC, OECD guidelines and discussion on pro's and con's for a modern slavery law for business
WPRBC and the NCP network meeting	11/5-7/2019	Paris	Meeting	100>	National Contact Points	OECD	Panel, presentations	Expectations and requirements for RBC, OECD guidelines
Pre-meeting before UN Global	11/11/2019	Oslo	Meeting	10-50	Civil society, business, academia and government	Confederation of Business and Industry and	Presentation	The interface between the UNGPs and the OECD

⁵ Independent association of asset owners and asset managers, service providers and industry associations with interest in, and activities related to, responsible and sustainable investments.

PROPOSED AMENDMENTS TO THE ANNUAL REPORTING QUESTIONNAIRE FOR NCPS

For Official Use

Forum on Business and Human Rights in Geneva						Ministry of Foreign Affairs		guidelines, including due diligence
Paneldebate Energethics	12/16/2019	Oslo	Meeting	10-50	Civil society, business, academia and government	University of Bergen, Energethics	Panel	Expectations and requirements for RBC, OECD guidelines including UNGPs
Paneldebate Energethics	12/18/2019	Oslo	Meeting	10-50	Civil society, business, academia and government	University of Bergen, Energethics	Panel	Expectations and requirements for RBC, OECD guidelines including UNGPs

Total number=	16
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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 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 Alison.holm@oecd.org and Kathryn.dovey@oecd.org⁶.

⁶ 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

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.
DNO – Industri Energi	12/09/2018	Yes	http://mneguidelines.oecd.org/databases/instances/no0015.htm	NA
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Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.

Total number=	1
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For all specific instances that were CONCLUDED during the year:						
Title	Date received <i>(dd/mm/yyyy)</i>	Date concluded <i>(dd/mm/yyyy)</i>	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.

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”.

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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.
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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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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.
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END OF QUESTIONNAIRE