

REPORT OF THE POLISH NATIONAL CONTACT POINT TO THE INVESTMENT COMMITTEE
Annual Reporting by National Contact Point
for the period of June 2008 - June 2009

A. Institutional Arrangements

The Polish National Contact Point has been located at the Polish Information and Foreign Investment Agency (PAIIZ) since 2001. Its address is:

Polish Information and Foreign Investment Agency
Economic Information Department
ul. Bagatela 12
00-585 Warsaw, Poland
www.paiz.gov.pl

PAIIZ is the governmental agency fully owned by the State and reports directly to the Ministry of Economy.

The Polish NCP stays in contact with social partners through correspondence and telephone calls and maintains operational contact with employee organizations (trade unions). Besides, NCP keeps in touch with embassies, foreign companies, NGOs and individuals interested in *the Guidelines*.

NCP also conducts a regular dialogue with business and non-governmental organizations, as well as uses government contacts with business at all levels to promote OECD *Guidelines*. During all promotional activities the Polish NCP highlights support of the Polish government for *the Guidelines*. The NCP also contributes to OECD efforts to raise awareness in non-adhering countries.

B. Information and Promotion

Information

- PAIIZ's website is the main channel of promotion of the Guidelines for Multinational Companies. *The Guidelines* are readily accessible on the PAIIZ web page and through the direct link to the main OECD National Contact Point site .
The NCP also sends out copies of the text of *the Guidelines* (either electronically or in hard copy) to enquirers on request. A hard copy of *the Guidelines* is included with the booklets that NCP distributes to investors.
The site of NCP is available in five languages: Polish, English, French, Russian and German.
- *The Guidelines* are also distributed in a form of a booklet. The booklets are displayed near the conference rooms in the Agency building, thus are available for every investor and other guest visiting PAIIZ.

Promotion

- The Polish NCP stays in contact with business community and trade unions and conducts its informational activities according to the core criteria for the operation of NCPs. NCP answers questions on regular basis from the business, NGOs and social partners. The questions concern both *the Guidelines*, the NCP's procedures and matters connected with special instances. Co-operation with the public includes contacts with individuals such as employees of embassies and ministries, consulting firms, students of law and economics as well as individuals checking on the activities of the NCP and *the Guidelines*.
- On 25th June 2008 the representatives of NCP took part in a roundtable on: "The OECD Guidelines for Multinational Enterprises and the Financial Sector" in Paris. That year, the Meeting was devoted to the item: "The OECD Guidelines for Multinational Enterprises and the Financial Sector".
- On 30th September 2008 PAliIZ in cooperation with , the Ministry of Economy and the Foundation CentrumCSR.PL organized a conference on "Social Environment in Special Economic Zones". The meeting attracted numerous participants interested in corporate social responsibility (CSR).

The aim of the conference was to promote the OECD Guidelines for Multinational Enterprises and to signal the need of defining best practices concerning building relationships between foreign investors operating within special economic zones (SEZ) and both the local community representatives and local administration. Special Economic Zones in Poland are the areas which attract a great deal of FDI that contributes to strengthening and deepening the ties that join OECD economies to each other.

The rapid evolution in the structure of multinational enterprises is also reflected in their operations in the developing world, where foreign direct investment has grown rapidly. In developing countries, multinational enterprises have diversified beyond primary production and extractive industries into manufacturing, assembly, domestic market development and services.

- In 2008 NCP has started cooperation with Det Norske Veritas which resulted in organizing a conference jointly with Polish Information and Foreign Investment Agency. The conference "*OECD guidelines as a tool for CSR implementation in enterprise*" took place on 25th November 2008.

The seminar was directed towards managers responsible for the CSR principles in business on a daily basis in their companies and also to managers who are on the point of initiating the CSR rules implementation and seek ways to get effectively acquainted with the concept. The invitation was also issued to HR managers, internal and external communication specialists and marketing managers. The seminar proved useful information also to SME owners and managers. The meeting was also an opportunity to discuss issues concerning the workings of the Poland's OECD National Contact Point (NCP) and the possibilities of the Guidelines application as a tool in company management processes.

The seminar was attended by experts who shared their experiences in OECD guidelines application in practice and also in the field of corporate social responsibility strategies implementation.

During the conference, the matters related to the operation of the OECD National Contact Point in Poland were discussed, as well as the eventuality of submitting the complaint in case of breaching *the OECD Guidelines* provisions by multinationals.

The conference was a great success and attracted many participants. The event provided plenty of opportunities for everyone to get a broader knowledge of *the Guidelines* and the importance of implementing them in Poland. We are very grateful to the support from the outstanding speakers we had pleasure to host.

- On 6th May 2009 the representative of Polish National Contact Point participated in the meeting of CSR working group, the initiative of British Polish Chamber of Commerce. The aim of the working group is to disseminate the principles and experiences of CSR in Poland as well as the directions for public policy in the frame of supporting CSR in Poland and defining a scope of activities to be carried out by the group for the next six months.
- The other activity of the NCP was promoting *the Guidelines* individually to representatives of business communities. This kind of promotion included distributing the booklets *with Guidelines* and answering to enquiries about them and the role of the NCP. For the purpose of improving the promotion of *the Guidelines* and the NCP we have allotted a substantial amount of money for printing brochures, leaflets and other promoting materials. We have distributed them among the entrepreneurs which intend to implement business social responsibility in their companies in compliance with OECD Guidelines.
- Moreover, the Polish NCP has received enquiries from employee organizations, companies, embassies and the public through telephone, as well as e-mails and during meetings. Enquires submitted concerned *the Guidelines*, the NCP's procedures and activities of the Polish NCP.

C. Implementation in specific instances

- No specific instance has been held in the described period.
- The Polish National Contact Point has undertaken many new initiatives heading in the direction of improving its activities such as searching for possibilities of establishing cooperation with non-government organizations and public institutions which will help in better dealing with specific instances.