

**DIRECTORATE FOR FINANCIAL AND ENTERPRISE AFFAIRS  
INVESTMENT COMMITTEE**

**Annual Meeting of the National Contact Points for the OECD Guidelines for  
Multinational Enterprises**

**COMMON FRAMEWORK FOR ANNUAL REPORTING BY NATIONAL CONTACT POINTS FOR  
THE PERIOD 1 JULY 2011 - 30 JUNE 2012**

**19-20 June 2011**

*In accordance with Section D of the Procedural Guidance[as revised by C(2011)11/FINAL], National Contact Points must report annually to the Investment Committee on the nature and results of their activities to further the effectiveness of the Guidelines for Multinational Enterprises, including implementation activities in specific instances, to the Investment Committee.*

*The present document contains the Common Reporting Framework to be used to the extent possible by NCPs to prepare their 2012 Annual Reports on the implementation of the Guidelines.*

*NCPs are invited to send their 2012 Annual Reports to the Secretariat by c.o.b. Friday, 4 May 2012 [alberta.fumo@oecd.org; and wendy.houet@oecd.org ].*

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*This document and any map included herein are without prejudice to the status of or sovereignty over any territory, to the delimitation of international frontiers and boundaries and to the name of any territory, city or area.*

**REPORT OF NATIONAL CONTACT POINTS TO THE INVESTMENT COMMITTEE**  
**COMMON FRAMEWORK FOR ANNUAL REPORTING BY NATIONAL CONTACT POINTS**  
**FOR THE PERIOD 1 JULY 2011-30 JUNE 2012**

*In accordance with Section D of the Procedural Guidance[as revised by [C\(2011\)11/FINAL](#)]<sup>1</sup>, NCPs must report annually to the Investment Committee on the nature and results of their activities to further the effectiveness of the Guidelines for Multinational Enterprises, including implementation activities in specific instances, to the Investment Committee.*

*This Common Reporting Framework is designed to assist NCPs in preparing these reports, which then provide the basis for preparing the Chair's Annual Report to Council on the Activities on the NCPs. The 2012 Annual Report will be the first to report on how NCPs have carried out their duties during the first year of operation of the 2011 updated Guidelines, which were adopted at the OECD Ministerial Meeting of 25-26 May 2011.*

*The questions of the Reporting Framework have been developed in consultation with the Chair of the June 2012 NCP meeting, taking into account the results of the Update. In view of the informal OECD six months period for the implementation of the new provisions and the non retroactive application of the revised Guidelines, it is acknowledged that NCPs might not be in a position to answer all the questions contained in the Reporting Framework, particularly for specific instances received prior to the adoption of the updated Guidelines.*

*The 2012 Chair's Annual Report will be discussed at the next NCP meeting which is scheduled to take place on **Tuesday 19 June and Wednesday 20 June 2012**. The Chair of the Norwegian NCP, **Professor Hans Petter Graver**, Dean of the Faculty of Law, University of Oslo, has kindly agreed to preside over this meeting.*

*Timely submission of NCPs annual reports will be essential for the preparation of this meeting. NCPs are therefore invited to send these reports to the Secretariat by **c.o.b. Friday, 4 May 2012** [[alberta.fumo@oecd.org](mailto:alberta.fumo@oecd.org); and [wendy.houet@oecd.org](mailto:wendy.houet@oecd.org)].*

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<sup>1</sup> See <http://www.oecd.org/dataoecd/53/59/49744860.pdf> comparing the changes made during the 2011 Update to the 2000 text of the OECD Guidelines for Multinational Enterprises.

**COMMON FRAMEWORK FOR ANNUAL REPORTING BY NATIONAL CONTACT POINTS  
FOR THE PERIOD 1 JULY 2011-30 JUNE 2012**

The role of National Contact Points is to further the effectiveness of the Guidelines. Under Part I of the Procedural Guidance, “NCPs will operate in accordance with core criteria of visibility, accessibility, transparency and accountability to further the objective of functional equivalence.” These criteria apply to all the activities carried by NCPs, including those to be reported under the current implementation cycle of the Guidelines.

**A. Institutional Arrangements**

1. The following template aims at collecting relevant information about the structure and organization of National Contact Points. It reflects the updated Section A of the Procedural Guidance and related Commentary, concerning the composition of the NCP and the possible existence of an advisory body and an oversight body.

Please complete with relevant information and contact details. Please indicate in particular any institutional changes made, or contemplated, as a result of the update. As regards the composition of the NCP, please also indicate whether the NCP is chaired by a senior government official or high level/ well known expert on responsible business conduct.

Governmental Location of the NCP	NCP structure*	Composition of the NCP	Advisory body	Oversight body	Contact details
Polish Agency for	Monopartite		none	none	<a href="mailto:ncpoecd@paiz.gov.pl">ncpoecd@paiz.gov.pl</a> ; <a href="mailto:Katarzyna.Koscieszka@paiz.gov.pl">Katarzyna.Koscieszka@paiz.gov.pl</a>

\* Section on “NCP Structure” should be filled, as appropriate, indicating one of the following possible structures:

- *Monopartite*, i.e. the NCP is composed of one or more representatives of one Ministry
- *Interagency*, i.e. the NCP is composed of one or more representatives of two or more Ministries
- *Bipartite*: the NCP is composed of one or more representatives of Ministry/Ministries and of representative/s of business association/s or trade union/s
- *Tripartite*: the NCP is composed of one or more representatives of Ministry/Ministries, business association/s and trade union/s
- *Quadripartite*: the NCP is composed of one or more representatives of Ministry/Ministries, business association/s, trade union/s and non-governmental organization/s
- *Independent Expert Body*: the NCP is composed only of independent experts

2. What is the rationale behind the choice of the NCP organizational structure and for possible future changes to this existing structure?

As the NCP in Poland has not been receiving a large number of instances, a monopartite structure seemed to us to be the most effective and adequate solution. One representative was able to act in a more flexible and smoother way, without additional and unnecessary bureaucracy. Furthermore, thanks to it we could better estimate actual needs in this regard and work out a structure reflecting Polish specific context.

In the upcoming year we intent to make a couple of necessary changes - first of all, to establish a Steering Committee that would help us to better structure the work of the NCP and set its long and short-term priorities.

3. Please indicate, if possible by providing examples, how the structure and organization of the NCP “*provide an effective basis for dealing with the broad range of issues covered by the Guidelines and enable the NCP to operate in an impartial manner while maintaining an adequate level of accountability to the adhering government*” (Procedural Guidance, I.A.1)

As mentioned above, the monopartite structure have been so far the most effective given a small number of instances submitted. There was a small team (with one coordinator directly responsible for the NCP) that actively acted to promote the Guidelines getting in contact with business community, trade unions and the public entities (embassies and ministries, consulting firms, students of law and economics). That allowed conducting the informational activities according to the core criteria for the operation of NCPs.

4. “*NCPs will develop and maintain relations with representatives of the business community, worker organizations and other interested parties that are able to contribute to the effective functioning of the Guidelines.*” (Procedural Guidance, I. A.3).

Please provide details of activities (meetings or exchanges of information...) held with stakeholders during the reporting period (in case stakeholders are not in the NCP formal structure).

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.

5. Does the NCP coordinate with related government activities on responsible business conduct? Please elaborate, as appropriate. (e.g. implementation of the UN Guiding Principles for Business and Human Rights).

The Ministry of Economics support all the events and activities that promote CSR principles. Moreover, guidelines are promoted interdisciplinary by different government units in their daily work.

6. “*Adhering countries shall make available necessary human and financial resources to their National Contact Points so that they can effectively fulfill their responsibilities, taking into account internal budgetary priorities and practices.*” (Council Decision, I.4).

Has this new provision led to changes to the human resources and budget arrangements for the NCP? Are changes contemplated for the future? Please elaborate as appropriate.

## B. Information and Promotion

Section B of the Procedural Guidance requires NCPs to raise awareness of the Guidelines and their implementation procedures with stakeholders, partner organizations and interested public, and to actively promote their use. Cooperation between NCPs, stakeholder institutional networks and partner organizations can play an important role in enhancing the effectiveness of information and promotional activities on the Guidelines.

7. <i>“The National Contact Points will 1. make the Guidelines known and available by appropriate means, including through online information, and in national languages. (...) 2. raise awareness of the Guidelines and their implementation procedures (...). (Procedural Guidance, I.B.1-2)</i>	
a.	Does the NCP have a dedicated website or dedicated webpages? Please provide the exact link.
	<a href="http://www.paiz.gov.pl/kpk_oecd">http://www.paiz.gov.pl/kpk_oecd</a>
b.	Have the 2011 Guidelines been translated into the national language/s? Any other? Are they available online? Are they made available by other appropriate means? (Printed version of the translated texts, brochures, etc. If so, please elaborate)
	Yes, they were translated into Polish and are available online. The NCP has been also distributing the 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.
c.	Has your NCP Annual Report to the OECD been made available online? If yes, in which language?
	No, but from this year on, we plan to publish it on our website (in Polish).
d.	Has your NCP Annual Report to the OECD been disseminated by means other than the web? If yes, which ones and in which language?
	Yes, it was sent out to on the request.
e.	Is the NCP required to report within the Government on a regular basis its activities? For example to Parliament?
	No, it is not.
f.	Does the NCP conduct surveys or collect data documenting enterprises’ awareness and use of the Guidelines, such as references in corporate codes of conduct? Please provide relevant details.
	The NCP collects all the data available linked to the CSR, i.e. booklets, reports, links to interesting initiatives. We are currently in the process of creating a comprehensive online database where one will be able to find both the legal acts and the practice in the field of the CSR.

8. *“NCPs will raise awareness of the Guidelines and their implementation procedures, including through co-operation, as appropriate, with the business community, worker organisations, other nongovernmental organisations, and the interested public.” (Procedural Guidance, I.B.2).*

*“NCPs will co-operate with a wide variety of organizations and individuals, including, as appropriate, the business community, worker organisations, other non-governmental organisations, and other interested parties. Such organisations have a strong stake in the promotion of the Guidelines and their institutional networks provide opportunities for promotion that, if used for this purpose, will greatly enhance the efforts of NCPs in this regard.”*

<p><i>(Procedural Guidance, Commentary, I.16)</i></p> <p><i>“Prospective investors (inward and outward) should be informed about the Guidelines as appropriate.” (Procedural Guidance, I.B.1)</i></p>	
a.	<p>How does the NCP promote the Guidelines and their implementation procedures? Does the NCP have a promotional plan on the Guidelines? If yes, please elaborate.</p>
	<p>The NCP promotes guidelines by:</p> <ul style="list-style-type: none"> <li>• publishing them on the website</li> <li>• distributing booklets with the text of the Guidelines</li> <li>• responding to the questions (via telephone and email) from students, trade unions, business, NGOs</li> <li>• organizing meetings and conferences open for all interested parties.</li> </ul>
b.	<p>Did the NCP organise or participate in meetings/seminars/conferences to promote the Guidelines and their implementation procedures? Please elaborate with reference to the reporting period.</p>
	<p>On the 31th of May 2011 the NCP held a conference titled „OECD guidelines and OECD standards in the management of a company”.</p> <p>During the conference the NCP elaborated on the OECD Guidelines and challenges linked to sustainable development and CSR. It presented also the cooperation with the OECD and benefits stemming from it. Then, a PwC representative presented trends in the integration of CSR principles by the companies with a focus on a Corporate Social Responsibility Code on the Polish market which was worked out by the Coalition for a responsible business. He explained also how a company can join the Corporate Social Responsibility Code.</p> <p>The participants of the conference were representatives of the multinational enterprises in Poland, independent social institutions, trade unions representatives and non-governmental organizations.</p>
c.	<p>How has the NCP made use of available institutional networks or representatives of the business community, worker organisations, non-governmental organisations and the interested public to raise awareness and promote the Guidelines and their implementation procedures?</p>
d.	<p>How does the NCP promote the Guidelines within Government? Please elaborate.</p>
e.	<p>How is co-operation with state entities (export credits agency, investment state-owned enterprises, overseas investment guarantee and inward investment promotion programs,..) organized, in matters concerning information and promotion of the Guidelines and their implementation?</p> <p>The NCP is also invited to update (in tracked change mode) Annex 1, which describes the links that have been established between the Guidelines and the Export Credit, Overseas Investment Guarantee and Inward Investment Promotion Programs.</p>

f.	What use has been made of embassies, notably in emerging markets and other non-adhering countries for raising awareness and promoting the Guidelines?
g.	Does the NCP relate to OECD partner organizations and/or other leading corporate responsibility instruments, such as the ILO/ILO Conventions/ILO Tripartite Declaration on Multinational Enterprises and Social Policy, the UN Global Compact and its local networks, the UN High Commissioner on Human Rights, the Global Reporting Initiative?
h.	Have enquiries been received on the Guidelines and their implementation procedures from: (a) other NCPs; (b) the business community, labour organisations, other non-governmental organisations, or the public; or (c) governments of non-adhering countries? Please elaborate on the nature and content of these enquiries where appropriate and on how they were handled.

**C. Implementation in specific instances**

Section C of the revised Procedural Guidance requires NCPs to handle specific instances in a way that is “*impartial, predictable, equitable and compatible with the Guidelines*” (in addition to the “*core criteria of visibility, accessibility, transparency and accountability*” listed in the chapeau of the present questionnaire). The revised Procedural Guidance also includes new provisions on the stages of the specific instance process and indicative timeframes, NCPs cooperation, parallel proceedings and the publication of the results of the procedures.

**General Information on NCP Procedures**

<p>9. “NCPs should provide information on the procedures that parties should follow when raising or responding to a specific instance. It should include advice on the information that is necessary to raise a specific instance, the requirements for parties participating in specific instances, including confidentiality, and the processes and indicative timeframes that will be followed”. (Procedural Guidance, Commentary, I.15)</p>	
a.	<p>Has the NCP developed procedures for handling complaints? If yes, in which language/s? Are they available online? If no, how are they made available to the public?</p>
	<p>The NCP has developed procedures for handling complaints – in Polish and English. They are available online.</p>
b.	<p>Have the NCP procedures for handling complaints been modified as a result of the revised Procedural Guidance? If not, is this being envisaged? In next year’s implementation phase of the Guidelines?</p>
	<p>The procedures have not been modified but it is envisaged in the upcoming year.</p>

**Specific Instances during the Reporting Period**

This section is devoted to the activities of NCPs in relation to specific instances that were raised, considered or concluded during the June 2011-2012 reporting cycle.

The following questions have been developed with a view to the revised Procedural Guidance, Section C and related Commentary I, 22-41. Please ensure that the information submitted is suitable for public dissemination.

No specific instance has been held in the described period.

<p>10. Please fill in, where appropriate (and subject to any relevant confidentiality provisions in the Procedural Guidance and Commentary) the following template for each specific instance received, under consideration or concluded in the reporting period.</p>	
Sector and Country	Ex. Nickel Sector in the Philippines
Date complaint received	dd/mm/yyyy



Complainant/s	Business/ Trade Union/ NGO/Individuals/Other interested parties	
Name of Complainant/s	Ex. Future in Our Hands	
Industry sector <sup>2</sup>	Mining and Quarrying (C)	
Name of Enterprise/s	Ex. Intex Resources ASA	
Relevant Chapter(s) and Paragraph(s) from Guidelines	Ex. Chapter II (General Policies),1-3; Chapter VI (Environment), 6	
<i>As a general principle, NCPs should strive to conclude the procedure within 12 months from receipt of the specific instance. It is recognised that this timeframe may need to be extended if circumstances warrant it, such as when the issues arise in a non-adhering country. (Procedural Guidance, Commentary, 41)</i>		
<i>Initial Assessment*</i> From dd/mm/yyyy to dd/mm/yyyy  *From specific instance received to it being accepted or rejected.  <i>Preferably within three months from receipt of the specific instance according to Indicative Timeframe (Procedural Guidance, Commentary, I.40.1)</i>	<i>Assistance to Parties*</i> From dd/mm/yyyy to dd/mm/yyyy  *From specific instance accepted to conclusion of the procedures –	<i>Conclusion of the procedures*</i> From dd/mm/yyyy to dd/mm/yyyy  * From Conclusion of the procedures to NCP Final Statement issued.  <i>The NCP should issue its statement or report within three months after the conclusion of the procedure. (Procedural Guidance, Commentary, I.40.3)</i>

11. For each specific instance received, under consideration or concluded in the reporting period, please answer as appropriate to the following questions.

<i>A. Initial Assessment</i>	
a.	What practical issues arose during the initial assessment of the specific instance?  How was the information on the specific instances gathered?  Was accessibility to reliable information or the protection of confidentiality or the identity of the parties an issue?

<sup>2</sup> Please specify sector with reference to the [UN ISIC International Standard Industrial Classification of All Economic Activities, Rev.4](#): A - Agriculture, forestry and fishing; B - Mining and quarrying; C – Manufacturing; D - Electricity, gas, steam and air conditioning supply; E - Water supply; sewerage, waste management and remediation activities; F – Construction; G - Wholesale and retail trade; repair of motor vehicles and motorcycles; H - Transportation and storage; I - Accommodation and food service activities; J - Information and communication; K - Financial and insurance activities; L - Real estate activities; M - Professional, scientific and technical activities; N - Administrative and support service activities; O - Public administration and defence; compulsory social security; P – Education; Q - Human health and social work activities; R - Arts, entertainment and recreation; S - Other service activities; T - Activities of households as employers; undifferentiated goods- and services-producing activities of households for own use; U - Activities of extraterritorial organizations and bodies

b.	Were the issues raised in the specific instance also been addressed in parallel proceedings? If so, what was the nature of the latter proceedings? Were both parties involved in these proceedings? How did the latter procedure affect the specific instance procedure? Did the NCP consult the institutions conducting the parallel proceedings?
c.	At the end of the initial assessment, was the request to consider the specific instance accepted or rejected? Was the specific instance transferred to another NCP? If it was rejected, can you specify why?.
d..	Has the NCP issued a statement/report on its decision that the issues raised merit or did not merit further examination? If so, was it circulated only to the parties involved or made publicly available? Please elaborate.

<i>B. Assistance to the parties</i>	
a.	If conciliation or mediation was provided, were these services provided without costs to the parties?
b.	In what form has the NCP provided its good offices?

<i>C. Conclusion of the procedures</i>	
a.	Did the parties reach agreement on the issues raised? Please elaborate as appropriate.
b.	If an agreement was reached, did the NCP issue a report on the results? How was the agreement made publicly available? Through a press release, publication on the website,..?
c.	Where the parties failed to reach agreement, did the NCP issue a statement concluding the specific instance? Please elaborate as appropriate
d.	Did the statement contain recommendations on the implementation of the Guidelines? Did it also provisions for the monitoring of the implementation of the recommendations? Please elaborate as appropriate.
e.	How was the statement made publicly available? Through a press release, publication on the website..?

f.	Was the NCP further contacted by parties after the conclusion of the specific instance? Please elaborate as appropriate.
g.	Did the statement contain other information on the implementation of the Guidelines? Please elaborate as appropriate.

<i>D. NCP coordination</i>	
a.	Was the specific instance a multi-jurisdictional instance and involved other NCPs? If yes, please specify.
b.	If the specific instance takes place among adhering countries, are the home and the host NCPs consulting? Please provide details.
c.	Was a leader NCP identified?
d.	Are all involved NCPs dealing with the same complaint or are there issues that each NCP is handling separately?

<i>E. Timeframe</i>	
	What was the duration of the specific instance procedure? More specifically, what were the respective lengths of the three intermediate phases (1. initial assessment; 2. assistance to the parties and 3. conclusion of the procedures)?

<i>F. Other</i>	
a.	Has the specific instance involved business activities in a non-adhering country?
b.	Does the specific instance involve a specific business relationship (supplier, subcontractor...)?

c.	Has the home NCP liaised with the parent company of the enterprise party to the specific instance?
d.	Would the NCP care to contribute additional information about the specific instances considered?

**D. Other Implementation Issues**

12. Proactive Agenda - <i>In accordance with the Investment Committee 's proactive agenda, NCPs should maintain regular contact, including meetings, with social partners and other stakeholders (...)</i> ((Procedural Guidance, Commentary, I.18).	
a.	Has the NCP held or planned activities in accordance with the Investment Committee proactive agenda? (seminars and/or conferences on specific Guidelines issues, informative publications or guides.)?
b.	What proactive agenda issues deserve particular attention in your country?

13. Peer Learning - <i>In addition to contributing to the Committee ' s work to enhance the effectiveness of the Guidelines, NCPs are encouraged to engage in peer learning/ reviews activities. Such peer learning can be carried out through meetings at the OECD or through direct co-operation between NCPs.</i> ((Procedural Guidance, Commentary, I.19).	
a.	Did the NCP participate in peer learning activities with other NCPs ? Please elaborate.
	No.
b.	Would the NCP be prepared to engage in a "voluntary peer review? Within the next twelve months? Later on?
	The NCP would gladly engage in a voluntary peer review within next 12 months.

14. Do you wish to provide any other information on the nature and results of NCP activities during this implementation cycle of the updated Guidelines, including on any useful experiences and/or difficulties encountered in carrying out the duties of the NCP?	
	All the relevant information has been given above.

15. Future work. What issues might deserve particular attention during the 2012-2013 implementation cycle of the OECD Guidelines? Please elaborate as appropriate.	
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**E. Weak Governance Zones and Conflict-Affected and High Risk Areas**

*N.B. If the NCP does not have exclusive responsibility in regard to the Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High Risk Areas or the OECD Risk Awareness Tool for Multinational Enterprises in Weak Governance Zones, it is invited to consult relevant state agencies concerning the following questions.*

**Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High Risk Areas<sup>3</sup>**

On 25 May, 2011 the OECD Council meeting at Ministerial level adopted a Recommendation on Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High Risk Areas (hereafter the “Guidance”) [C(2011)49]. According to this Recommendation, adhering governments to the Declaration on International Investment and Multinational Enterprises are expected to actively promote the observance of the “Guidance” approved by the Investment Committee and the Development Assistance Committee in December 2010.

1	How has the Guidance been disseminated and its observance actively promoted among companies operating in or from your country and sourcing minerals from conflict-affected or high-risk areas? Which government agency has been actively been involved? What means have been used?
2	What measures have been taken to actively support the integration into corporate management systems of the Five-Step Framework for Risk-Based Due Diligence recommended by the Guidance?
3	What measures have been taken to promote the active use of the Guidance by other stakeholders professional associations, financial institutions, and civil society organisations?

**OECD Risk Awareness Tool for Multinational Enterprises in Weak Governance Zones<sup>4</sup>**

On 8 June 2006, the OECD Council adopted the OECD Risk Awareness Tool for Multinational Enterprises in Weak Governance Zones [C(2006)127] and recommended the widest possible dissemination of the Tool by adhering governments and its active use by multinational enterprises and other concerned parties.

4.	Has the OECD Risk Awareness Tool for Multinational Enterprises in Weak Governance Zones continued to be disseminated or otherwise referred to in the context of interactions with enterprises and stakeholders? Please elaborate.
5.	Do you have information about the use of this instrument by investors in Weak Governance Zones?

<sup>3</sup> <http://www.oecd.org/dataoecd/62/30/46740847.pdf>

<sup>4</sup> <http://www.oecd.org/dataoecd/26/21/36885821.pdf>

**Table 1. Annex 1. The OECD Guidelines and Export Credit, Overseas Investment Guarantee and Inward Investment Promotion Programmes**

Australia	Export credit and investment promotion	Australia's Export Finance and Insurance Corporation (EFIC) promotes corporate social responsibility principles on its website, including the OECD Guidelines. The Guidelines are hosted on the Australian NCP's website. Links to the Australian NCP's website are provided on the Foreign Investment Review Board and the Austrade websites.
Austria	Export credits	Oesterreichische Kontrollbank AG, acting as the Austrian export credit agency on behalf of the Austrian Federal Ministry of Finance, is actively promoting corporate responsibility principles and standards. On its website, extensive information on CSR issues, including the current text of the Guidelines, is available.
Belgium	Export credit and investment guarantees	The Belgian Export Credit Agency mentions the OECD Guidelines in its investment guarantees and all export credit guarantees.
Canada	Export Credits	The Export Development Canada (EDC) promotes corporate responsibility principles and standards, including the recommendations of the Guidelines. EDC has linked its website with that of Canada's NCP. Guidelines brochures are distributed. Dialogue on CSR with key stakeholders is maintained.
Chile	Investment promotion	The Foreign Investment Committee is the agency which promotes Chile as an attractive destination for foreign investment and international business.
Czech Republic	Investment promotion	There is a special agency called "Czech Invest" operating in the Czech Republic which provides information on the Czech business environment to foreign investors. It has prepared an information package (which includes the Guidelines) that is passed to all foreign investors considering investing within the territory of the Czech Republic. The Czech NCP co-operates closely with Czech Invest.
Denmark	Export credits	When applying for export credits, the Danish Eksport Kredit Fonden informs exporters about the OECD Guidelines and encourages exporters to act in accordance with the OECD Guidelines.
Egypt	Investment promotion	The General Authority for Investment and Free Zones (GAFI) is the Egyptian investment promotion agency. GAFI was under the Ministry of Investment but in March 2011 it became under the supervision of the Cabinet directly. ENCP maintains a close ties with GAFI. Through GAFI ENCP and the Guidelines brochures are distributed.
Estonia	Investment promotion	The Estonian Investment Agency has published a description of the Guidelines and added a link to the Estonian NCP website.
Finland	Export credit guarantees and investment insurance	Finland's Export Credit Agency, Finnvera, calls the attention of guarantee applicants to the Guidelines through its web pages and CSR report.
France	Export credits and investment guarantees	Companies applying for export credits or for investment guarantees are systematically informed about the Guidelines. This information takes the form of a letter from the organisation in charge of managing such programmes (COFACE) as well as a letter for companies to sign acknowledging that they are aware of the Guidelines (" <i>avoir pris connaissance des Principes directeurs</i> ").

Germany	Investment guarantees	Companies applying for investment guarantees are referred to the Guidelines directly by the application form. In the application process, they have to confirm awareness of this reference by signature. The reference also provides a link to further information on the Guidelines.
Greece	Investment promotion	The <i>Guidelines</i> are available on the portal <a href="http://www.mnec.gr">www.mnec.gr</a> as well as on the websites of the Ministry of Foreign Affairs ( <a href="http://www.agora.gr">www.agora.gr</a> ), the Invest in Greece Agency ( <a href="http://www.investingreece.gov.gr">www.investingreece.gov.gr</a> ), the General Secretariat of Consumers Affairs ( <a href="http://www.efpolis.gr">http://www.efpolis.gr</a> ), the and the Export Credit Insurance Organization (ECIO) ( <a href="http://www.oaep.gr">www.oaep.gr</a> ).
Hungary	Investment promotion	The site of Investment and Trade Development Agency has links to the Ministry for National Economy, EXIMBANK, MEHIB, and other ministries where important OECD documents on bribery, anti-corruption, and export credits are available. Cross links support the quick search for relevant OECD documents.
Israel	"Invest in Israel" - Investment Promotion Center	The site of Israel's Investment Promotion Centre has a direct link to the Israeli NCP web site where the OECD Guidelines are available electronically. The NCP works in close cooperation with the Investment Promotion Center
Italy	Export credits	The Italian NCP works closely with SACE (the Italian Agency in charge of insuring export credit) and contributes to its activities. SACE published the Guidelines on its website and introduced the acknowledgment declaration of companies on the Guidelines in its procedures.  The Italian NCP also involved in its activities ICE (National Institute for the promotion of export. SIMEST (Financial Company for export support), and Invitalia (Inward Investment Agency). These organisations are disseminating the Guidelines among enterprises and publishing them on their websites.  Together with the Guidelines they are promoting the risk-awareness tool in conflict areas.
Japan	Trade-investment promotion	The Guidelines (basic texts and Japanese translation) are available on the websites of the Ministry of Foreign Affairs (MOFA); Ministry of Health, Labour and Welfare (MHLW); and the Ministry of Economy, Trade and Industry (METI). The Japan External Trade Organization (JETRO) website, the ASEAN-Japan Centre website and the Nippon Export and Investment Insurance (NEXI) website are also linked to the summary, full texts of the Guidelines, introduction of the Japanese NCP activity including its procedures and promotion.
Korea	Trade-investment promotion	OECD Guidelines can be found at the MKE (Ministry of Knowledge Economy) website ( <a href="http://www.mke.go.kr">www.mke.go.kr</a> ). MKE promotes trade and investment.



Lithuania	Investment promotion	<p>“Invest Lithuania” Agency (<a href="http://www.businesslithuania.com">http://www.businesslithuania.com</a>) operates in the Republic of Lithuania and provides information on the Lithuanian business environment to foreign investors. It has prepared an information package that is passed to all foreign investors considering investing within the territory of Lithuania. The Lithuanian NCP (at the Ministry of Economy) co-operates closely with the “Invest Lithuania” Agency. Investment Promotion Programme for the period of 2008-2013 was adopted by the Government on 19th of December 2007. The goal of the programme is to improve investment environment in Lithuania in general and to establish an efficient system for the promotion of direct investment, focusing on long term development of economy and the prosperity of the society. Whole text of the Investment promotion Programme can be found at the web page of the Ministry of Economy:</p> <p><a href="http://www.ukmin.lt/en/investment/invest-promotion/index.php">http://www.ukmin.lt/en/investment/invest-promotion/index.php</a></p>
Mexico	Investment Promotion	<p>The Mexican NCP is located within the Directorate General for Foreign Investment in the Ministry of Economy, which is responsible for Mexico’s participation in the Investment Committee as well as in different international organisations, among other activities. The guidelines can be found on the website. Mexico’s investment promotion agency - PROMEXICO - works in close co-operation with this Department.</p>
Netherlands	Export credits and investment guarantees	<p>Applicants for these programmes or facilities receive copies of the Guidelines. In order to qualify, companies must state that they are aware of the Guidelines and that they will endeavour to comply with them to the best of their ability. Applicants for the PSI programme have to prepare a CSR policy plan based on the OECD Guidelines (<a href="http://www.oesorichtlijnen.nl/aan-de-slag/maak-mvo-beleid/">http://www.oesorichtlijnen.nl/aan-de-slag/maak-mvo-beleid/</a>).</p>
New Zealand	Export Credit promotion	<p>New Zealand’s Export Credit Office (ECO) mentions the OECD MNE Guidelines on its website. The ECO also provides a link to both the OECD Guidelines and the New Zealand NCP’s website.</p>
Norway	Guarantee Institute for Export Credits (GIEK)	<p>GIEK has developed its own social responsibility policy which is posted on its website. For more information please see: <a href="http://www.giek.no/giek_en/default.asp?menu=610&amp;page=277&amp;cells=0">http://www.giek.no/giek_en/default.asp?menu=610&amp;page=277&amp;cells=0</a></p>
Peru	Investment Promotion	<p>The Peruvian NCP is located in the Investment Promotion Agency-PROINVERSION, which provides information and guidance services to foreign investors on the Peruvian business environment including information of the OECD Guidelines and the NCP tasks.</p>
Poland	Investment promotion	<p>The Polish NCP is located in the investment promotion agency (PAIiZ). The Polish Information and Foreign Investment Agency helps investors to enter the Polish market and find the best ways to utilise the possibilities available to them. It guides investors through all the essential administrative and legal procedures that involve a project; it also supports firms that are already active in Poland. PAIiZ provides rapid access to the complex information relating to legal and business matters regarding investments, helps in finding the appropriate partners and suppliers, together with new locations.</p>
Portugal	Exports and Investment Promotion	<p>AICEP – Portugal Global is a Business Development Agency responsible for the promotion of exports, the internationalisation of Portuguese companies, especially SMEs and for inbound foreign investment. The Guidelines are part of the information given to all companies.</p>

Romania	Romanian Agency for Foreign Investments (ARIS)	<p>The Romanian NCP is located within the Romanian Agency for Foreign Investments (ARIS). The RNCP's webpage was developed starting from the Romanian Agency for Foreign Investment central site. The Guidelines (basic texts) are available electronically on the sites of the MFA (<a href="http://www.mae.ro">www.mae.ro</a>) and the Romanian Agency for Foreign Investments (ARIS) (<a href="http://www.arisinvest.ro">www.arisinvest.ro</a>). The Guidelines and the relevant decisions of the OECD Council have been translated in the Romanian language. Other useful documents posted on the RNCP's web page include:</p> <ul style="list-style-type: none"> <li>• Policy framework for Investment;</li> <li>• OECD Risk Awareness Tool for Multinational Enterprises in Weak Governance Zones.</li> </ul> <p>Romanian Agency for Foreign Investment edited, among other specific promotional materials, the brochure entitled "Frequently Asked Questions - An Overview", including a separate chapter on Romanian National Contact Point and OECD Guidelines for Multinational Enterprises.</p>
Slovenia	Promotion and awareness of OECD Guidelines	<p>The Slovenian NCP is established within the Ministry of Economy of the Republic of Slovenia. The promotion and use of the OECD Guidelines for Multinational Enterprises is already a part of Slovenian policies Slovenia NCP promoted the OECD Guidelines through preparation of speeches.</p> <p>Foreign investors which apply for public tender declare that the recipient of the co-financing will abide by the OECD Guidelines for Multinational Enterprises and the principles laid down in the Declaration on International Investments and Multinational Enterprises.</p>
Slovak Republic	Investment promotion	<p>NCP is established at the Ministry of Economy of the Slovak Republic. The Guidelines are promoted in Slovak language at Ministry's webpage. The Ministry of Economy is funding and supervising an agency for investment and trade development (SARIO) that promotes both business environment and investment opportunities. The investors entering the Slovak republic who had been awarded with governmental incentives are to commit themselves to keep the Guidelines (part of the awarding decision).</p>
Spain	Investment guarantees	<p>CESCE (Export Credit Agency) that manages investment guarantees, COFIDES (Corporation for Development Finance) provide Guidelines brochures to applicants for support and investment guarantees.</p>
Sweden	Export credits	<p>The Swedish Export Credits Guarantee Board provides all its customers with information on the rules on environment, the rules on bribery, the OECD Guidelines for MNE's and the Swedish Partnership for Global Responsibility.</p>
Switzerland	Export credits insurance	<p>The Swiss Export Risk Insurance (SERV) promotes corporate responsibility principles. On its website, it provides information regarding the Guidelines and their implementation mechanism (<a href="http://www.serv-ch.com">www.serv-ch.com</a>).</p>
Turkey	FDI	<p>The Turkish NCP is located within the General Directorate of Foreign Investment (Treasury) which is the authorised body for investment policy making. The Treasury's website provides information on the Guidelines.</p>
United Kingdom	Export credits and investment insurance	<p>The Export Credits Guarantee Department's (ECGD) website contains links to the website of the UK National Contact Point.</p>
United States	Export and import credits and investment guarantees	<p>The Export-Import Bank of the United States provides information on the Guidelines to applicants for their programmes in support of U.S. business activities abroad.</p>