

PRI REPORTING FRAMEWORK 2013/14 Closing Module

October 2013

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Understanding this document

In addition to the detailed indicator text and selection options, in each module of the PRI Reporting Framework you can find information that will help you to identify which indicators are relevant for your organisation.

Top bar

Key information about each indicator is highlighted in the top bar, including the indicator status (mandatory or voluntary), the purpose of the indicator, and which PRI Principle it relates to.

xxx 01	Indicator status MANDATORY	Purpose CORE ASSESSED	Principle PRI 2
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Indicator status

MANDATORY	Mandatory indicators reflect core practices. These responses will be made public and must be completed to submit the framework.
MANDATORY TO REPORT VOLUNTARY TO DISCLOSE	Some indicators are mandatory to complete, but voluntary to disclose. These indicators may determine which subsequent indicators are applicable or are used for peering, but may also contain commercially sensitive information.
VOLUNTARY	Voluntary indicators reflect alternative or advanced practices. These indicators are voluntary to report and disclose.

Purpose

Gateway		The responses to this indicator 'unlock' other indicators within a module if they are relevant for your organisation. Please refer to the logic box for more information.
Peering		These indicators are used to determine your peer groups for assessment purposes.
Core assessed		These indicators form the core of the assessment, and represent the majority of your final assessment score.
Additional assessed		These indicators represent more advanced or alternative practices and contribute to a smaller part of your score.
Descriptive		These are open-ended narrative indicators, allowing you to describe your activities.

Underneath the indicator

Underneath the indicator, you can find the explanatory notes and definitions that contain important information on interpreting and completing the indicators. Read the logic box to make sure an indicator is applicable to you.

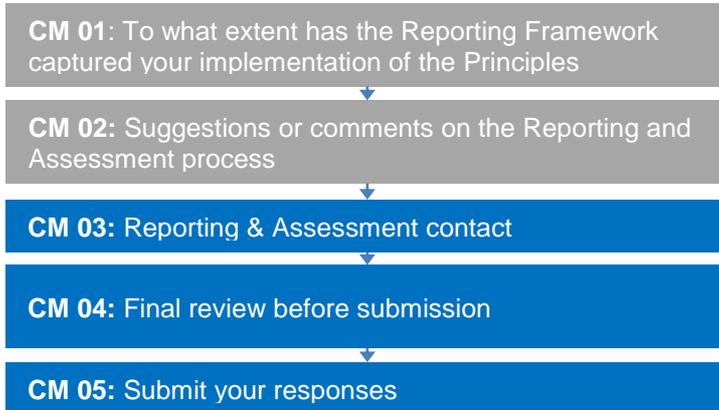
xxx 01	EXPLANATORY NOTES
xxx 01.1	This provides guidance on how to interpret the sub-indicators, including examples of what could be reported.
xxx 01.2	
LOGIC	
xxx 01	This explains when this indicator is applicable and/or if it has an impact on subsequent indicators. If there is no logic box, the indicator is always applicable, and does not affect other indicators.
ASSESSMENT	
xxx 01	This provides a brief overview of the pilot assessment approach for this indicator.

xxx 01	DEFINITIONS
xxx 01	Definitions of specific terms that are used in the indicator are defined here.

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Pathways through the module



Preface

This module invites you to provide feedback on the PRI reporting framework and gives you the opportunity to review the information you have reported before you submit.

Feedback

SECTION
Feedback

CM 01	Indicator status VOLUNTARY TO REPORT NOT DISCLOSED	Purpose DESCRIPTIVE	Principle GENERAL
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CM 01	INDICATOR				
CM 01.1	Indicate to what extent the PRI reporting framework captures your implementation of the Principles.				
		To a large extent	To a moderate extent	To a small extent	Not at all
	Select the most appropriate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CM 01.2	Additional information.				

Feedback

CM 02	Indicator status VOLUNTARY TO REPORT NOT DISCLOSED	Purpose DESCRIPTIVE	Principle GENERAL
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CM 02	INDICATOR
CM 02.1	If you have any additional suggestions or comments on the Reporting and Assessment process, share them here.

CM 02	EXPLANATORY NOTES
CM 02	Your response will support efforts to improve the PRI reporting and assessment process.

Contact details

SECTION

Contact details

CM 03	Indicator status MANDATORY TO REPORT NOT DISCLOSED	Purpose DESCRIPTIVE	Principle GENERAL
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CM 03	INDICATOR		
CM 03.1	Provide a primary and secondary contact person.		
		First name	Surname
	Primary contact		
	Secondary contact [OPTIONAL]		

CM 03	EXPLANATORY NOTES
CM 03	These people will be contacted in case of any queries around the reported information and will receive all follow up information about the Reporting and Assessment process.

SECTION

Final review and submission

CM 04	Indicator status MANDATORY TO REPORT NOT DISCLOSED	Purpose DESCRIPTIVE	Principle GENERAL
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CM 04	INDICATOR				
CM 04.1	<p>Thank you for completing the PRI reporting framework.</p> <p>Click the link below to review how your reported information will be presented in your RI Transparency Report. The RI Transparency Report will be publicly disclosed.</p> <p>If you have responded incorrectly to any indicators, please return to these indicators in the Online Reporting Tool and adjust accordingly.</p> <p>[REVIEW YOUR RI TRANSPARENCY REPORT]</p>				
CM 04.2	<p>Indicate whether you give PRI permission to publish any information you have marked as public, as well as the mandatory to disclose indicators.</p> <p>Once your report is submitted, you will not be able to modify your responses and information you have marked as public will automatically be published on the PRI website.</p> <table border="1"> <tr> <td><input type="checkbox"/> I give the PRI permission to publish any information I have marked as public.</td> <td> <input type="radio"/> Immediately (within 4 weeks) <input type="radio"/> In June 2014 </td> </tr> <tr> <td colspan="2"><input type="checkbox"/> I do not give the PRI permissions to publish it (only applicable if you are in your preparation year).</td> </tr> </table>	<input type="checkbox"/> I give the PRI permission to publish any information I have marked as public.	<input type="radio"/> Immediately (within 4 weeks) <input type="radio"/> In June 2014	<input type="checkbox"/> I do not give the PRI permissions to publish it (only applicable if you are in your preparation year).	
<input type="checkbox"/> I give the PRI permission to publish any information I have marked as public.	<input type="radio"/> Immediately (within 4 weeks) <input type="radio"/> In June 2014				
<input type="checkbox"/> I do not give the PRI permissions to publish it (only applicable if you are in your preparation year).					
CM 04.3	<p>In addition to the RI Transparency Report, PRI will also produce an individual assessment report providing feedback on your RI implementation activities and progress. This report and the new PRI assessment methodology is being piloted with signatories. PRI will treat your assessment report as confidential and will not publish it.</p> <p>You will receive a copy of your confidential assessment report in late 2014 once the 2013/14 reporting period ends and submissions from all signatories have been processed.</p> <p>Indicate if you would like to opt-out of receiving your assessment report</p> <table border="1"> <tr> <td><input type="radio"/> I would like to receive a copy of my confidential pilot assessment report</td> <td><input type="radio"/> Do not send me a copy of my confidential pilot assessment report</td> </tr> </table>	<input type="radio"/> I would like to receive a copy of my confidential pilot assessment report	<input type="radio"/> Do not send me a copy of my confidential pilot assessment report		
<input type="radio"/> I would like to receive a copy of my confidential pilot assessment report	<input type="radio"/> Do not send me a copy of my confidential pilot assessment report				

CM 04	EXPLANATORY NOTES
LOGIC	
CM 04.2	You will see the option not to publish your responses if you are completing the reporting as part of your preparation year (i.e. your first year as PRI signatory).
ASSESSMENT	
CM 04	Signatories will be able to opt-out of receiving their assessment report. Even when you opt-out of receiving your report, the responses will still be assessed and these scores will still be used in an aggregated, confidential form to enable peer comparison for other signatories who have requested an assessment report.