

G3 Content Index - NGO Sector Supplement - GRI Application Level C

Application Level C

Assured by

STANDARD DISCLOSURES PART I: Profile Disclosures

REPORT FULLY ON THE BELOW SELECTION OF PROFILE DISCLOSURES OR PROVIDE A REASON FOR OMISSION

1. Strategy and Analysis

Profile Disclosure	Description	Reported	Cross-reference/Direct answer	Reason for omission	Explanation
1.1 COMM	Statement from the most senior decision-maker of the organization.	Fully	EDITORIAL (page 2)		

2. Organizational Profile

Profile Disclosure	Description	Reported	Cross-reference/Direct answer	Reason for omission	Explanation
2.1	Name of the organization.	Fully	Chapter 1. About us (page 7)		
2.2 COMM	Primary activities, brands, products, and/or services.	Fully	Chapter 1. About us (page 7)		
2.3	Operational structure of the organization, including national offices, sections, branches, field offices, main divisions, operating companies, subsidiaries, and joint ventures.	Fully	Chapter 4. Inside our organisation. Our organisation (pages 33, 35) Contact us (page 46)		
2.4	Location of organization's headquarters.	Fully	Chapter 4. Inside our organisation. Our organisation. (page 33) Contact us (page 46)		
2.5	Number of countries where the organization operates, and names of countries with either major operations or that are specifically relevant to the sustainability issues covered in the report.	Fully	Chapter 0. Our impact and where we work. (page 5)		
2.6 COMM	Nature of ownership and legal form.	Fully	Chapter 4. Inside our organisation. Our organisation (page 33) Intermón Oxfam is a private, independent charitable foundation, pledged not to discriminate for reasons of race, origin, gender and/or religion, ruled by provisions of Catalonian legislation.		
2.7	Target audience and affected stakeholders. Markets served (including geographic breakdown, sectors served, and types of affected stakeholders/customers/beneficiaries).	Fully	Chapter 1. About us. Listening to our stakeholders (page 8) Our target audience for this report and other affected stakeholders who may find it of particular interest are our partner organisations and allies, donors and supporters and the governments, institutions and organisations that we involve and our employees and volunteers.		
2.8 COMM	Scale of the reporting organization.	Fully	Chapter 0. Our impact and where we work. (pages 4) Chapter 1. About us. Listening to our stakeholders. Working with local partners. (pages 9 and 10) Chapter 1. About us. Listening to our stakeholders. Connecting with our supporters. (page 11) Chapter 3. Our supporters. (page 28, 30, 31) Chapter 4. Inside our organisation. Our organisation (page 33) Chapter 4. Inside our organisation. The staff. (page 36) Chapter 4. Inside our organisation. Our commitments. Progress towards equality (page 38)		

2.9	Significant changes during the reporting period regarding size, structure, or ownership.	Fully	EDITORIAL (page 2) We would like to mention three main changes: Firstly, from July 1st 2012, José María Vera is the new Director General of Intermón Oxfam. Secondly, we closed the 2011-12 financial year with a loss of €108,573, due in large part to the setting aside of funds to cover non-payment by a number of public administrations. We continue to seek ways to reduce costs in an attempt to maintain at maximum levels our work in developing countries, and continue to make careful progress in the gradual recovery of our financial sustainability, trying to ensure that this affects our programmes as little as possible, whilst still guaranteeing Intermón Oxfam's future. And last, as we have been explaining in the last two GRI reports, the Single Management Structure project in Oxfam: all countries in the geographical framework of Intermón Oxfam except Haiti, Chad, Mozambique and South Sudan have entered the olive		
2.10	Awards received in the reporting period.	Fully	Chapter 1. About us. Listening to our team. (page 11). Chapter 3. Our supporters. Financial collaborators (page 29)		

3. Report Parameters

Profile Disclosure	Description	Reported	Cross-reference/Direct answer	Reason for omission	Explanation
3.1	Reporting period (e.g., fiscal/calendar year) for information provided.	Fully	1st April 2011- 31 March 2012		
3.2	Date of most recent previous report (if any).	Fully	1st April 2010- 31 March 2011		
3.3	Reporting cycle (annual, biennial, etc.)	Fully	Annual		
3.4	Contact point for questions regarding the report or its contents.	Fully	info@IntermonOxfam.org 902 330 331 933 780 165		
3.5	Process for defining report content.	Fully	This is our third GRI report, but the first time we integrate GRI indicator in our Annual Report. We have followed the INGO Accountability Charter requirements. According to them and to the Charter recommendations for our previous report, we have tried to improve this report including evidences to support our statements and to capture the interest of our stakeholders. We have included 18 indicators from the level C.		
3.6	Boundary of the report (e.g., countries, divisions, subsidiaries, leased facilities, joint ventures, suppliers). See GRI Boundary Protocol for further guidance.	Fully	This report relates the whole Intermón Oxfam including its local offices. The report does not include Oxfam International information.		
3.7	State any specific limitations on the scope or boundary of the report (see completeness principle for explanation of scope).	Fully	No specific limitations		
3.8	Basis for reporting on joint ventures, subsidiaries, leased facilities, outsourced operations, and other entities that can significantly affect comparability from period to period and/or between organizations.	Fully	See GRI 2.9 reference to the Single Management Structure project.		
3.10	Explanation of the effect of any re-statements of information provided in earlier reports, and the reasons for such re-statement (e.g., mergers/acquisitions, change of base years/periods, nature of business, measurement methods).	Fully	There are no restatements of information		
3.11	Significant changes from previous reporting periods in the scope, boundary, or measurement methods applied in the report.	Fully	Last two years we published a standalone report using the GRI NGO Reporting Template. As we explain in the 3.5 GRI indicator we have tried to include these indicator in our Annual Report.		
3.12	Table identifying the location of the Standard Disclosures in the report.	Fully			

4. Governance, Commitments, and Engagement

Profile Disclosure	Description	Reported	Cross-reference/Direct answer	Reason for omission	Explanation
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4.1	Governance structure of the organization, including committees under the highest governance body responsible for specific tasks, such as setting strategy or organizational oversight.	Fully	Chapter 4. Inside our organisation. Leading our organisation (page 34) Chapter 4. Inside our organisation. Our commitments. Responsibilities and obligations (page 38)		
4.2 ^{COMM}	Indicate whether the Chair of the highest governance body is also an executive officer.	Fully	Chapter 4. Inside our organisation. Leading our organisation (page 34)		
4.3	For organizations that have a unitary board structure, state the number of members of the highest governance body that are independent and/or non-executive members.	Fully	Chapter 4. Inside our organisation. Leading our organisation (page 34) Chapter 4. Inside our organisation. Our commitments. Responsibilities and obligations (page 38)		
4.4 ^{COMM}	Mechanisms for internal stakeholders (e.g., members), shareholders and employees to provide recommendations or direction to the highest governance body.	Partially	Chapter 1. About us. Listening to our team. (page 11 and 12). Chapter 4. Inside our organisation. Our commitments. Responsibilities and obligations (page 38).		
4.14 ^{COMM}	List of stakeholder groups engaged by the organization.	Fully	Chapter 1. About us. Listening to our stakeholders (page 8)		
4.15	Basis for identification and selection of stakeholders with whom to engage.	Fully	Chapter 1. About us. Listening to our stakeholders. Working with local partners. (pages 9, 10) Chapter 3. Our supporters. Financial collaborators (page 28). We have established 7 general criteria which guide our relationship with the business sector (you can download our code of ethics on the web: www.intermonoxfam.org/es/que-puedes-hacer-tu/empresas/codigo-etico in Spanish or Catalan) Chapter 4. Inside our organisation. The volunteers (page 37)		

STANDARD DISCLOSURES PART III: Performance Indicators

REPORT FULLY ON 10 CORE OR ADDITIONAL PERFORMANCE INDICATORS - AT LEAST 1 FROM EACH DIMENSION (ECONOMIC, ENVIRONMENTAL SOCIAL) OF THOSE 10: REPORT ON AT LEAST 7 "ORIGINAL G3" PERFORMANCE INDICATORS

Program Effectiveness

Performance Indicator	Description	Reported	Cross-reference/Direct answer
Affected stakeholder engagement			
NG01	Processes for involvement of affected stakeholder groups in the design, implementation, monitoring and evaluation of policies and programs.	Fully	Chapter 1.- About us. Listening to our stakeholders. Involving local communities. (page 9) Chapter 2.- What we have done. Economic Justice. Uganda (page 14) Chapter 2.- What we have done. Economic Justice. Bolivia (page 14) Chapter 2.- What we have done. Essential services. Ethiopia (page 16) Chapter 2.- What we have done. Humanitarian Action. Sahel (page 19) Chapter 2.- What we have done. Humanitarian Action. Haiti. (page 20) Chapter 2.- What we have done. Women's rights. Nicaragua (page 23) Chapter 2.- What we have done. Active citizenship. Building citizenship (page 25)
Feedback, complaints and action			
NG02	Mechanisms for feedback and complaints in relation to programs and policies and for determining actions to take in response to breaches of policy.	Fully	Chapter 1.- About us. Listening to our stakeholders. Involving local communities. (page 9) Chapter 2.- What we have done. Humanitarian Action. Box 3 Real time evaluations (page 21) Chapter 2.- What we have done. Women's rights. Brazil, Colombia, Ecuador and Peru (page 22)
Monitoring, evaluating and learning			
NG03	System for program monitoring, evaluation and learning, (including measuring program effectiveness and impact), resulting changes to programs, and how they are communicated.	Fully	Chapter 1.- About us. Listening to our stakeholders. Working with local partners. (page 9) Chapter 2.- What we have done. Humanitarian Action. Box 3 Real time evaluations (page 21) Chapter 2.- What we have done. Women's rights. Nicaragua (page 23)
Gender and diversity			
NG04	Measures to integrate gender and diversity into program design, implementation, and the monitoring, evaluation, and learning cycle.	Fully	Chapter 1.- About us. Listening to our stakeholders. Involving local communities. (page 9) Chapter 2.- What we have done. Economic Justice. Bolivia (page 15) Chapter 2.- What we have done. Essential services. Mozambique (page 17) Chapter 2.- What we have done. Women's rights. Brazil, Colombia, Ecuador and Peru (page 22)

Public awareness and advocacy			
NG05	Processes to formulate, communicate, implement, and change advocacy positions and public awareness campaigns.	Fully	Chapter 1.- About us. Listening to our stakeholders. Working with local partners. (page 9) Chapter 2.- What we have done. Economic Justice. Guatemala. (page 13) Chapter 2.- What we have done. Economic Justice. Grow campaign (page 15) Chapter 2.- What we have done. Humanitarian Action. Never again. (page 20) Chapter 2.- What we have done. Active citizenship. Building citizenship (page 25) Chapter 2.- What we have done. Active citizenship. Investing in shared development (page 26) Chapter 2.- What we have done. Active citizenship. Robin Hood Tax (page 27)
Coordination			
NG06	Processes to take into account and coordinate with the activities of other actors.	Fully	Chapter 1.- About us. Listening to our stakeholders. Working in alliances (page 10) Chapter 2.- What we have done. Economic Justice. Guatemala. (page 13) Chapter 2.- What we have done. Economic Justice. Grow campaign (page 15) Chapter 2.- What we have done. Essential services. Ethiopia (page 16) Chapter 2.- What we have done. Humanitarian Action. Never again. (page 20) Chapter 2.- What we have done. Humanitarian Action. Haiti. (page 20) Chapter 2.- What we have done. Women's rights. Brazil, Colombia, Ecuador and Peru (page 22) Chapter 2.- What we have done. Active citizenship. Investing in shared development (page 26) Chapter 2.- What we have done. Active citizenship. Robin Hood Tax (page 26)
Economic			
Performance Indicator	Description	Reported	Cross-reference/Direct answer
Resource allocation			
NG07	Resource allocation.	Fully	Chapter 5.- Economic report. Guarantees of transparency and good practices. Box Internal process of financial control. (page 44).
Ethical fundraising			
NG08	Sources of funding by category and five largest donors and monetary value of their contributions.	Fully	Chapter 5.- Economic report. Our figures, in detail. (page 42)
Economic performance			
EC1 ^{COMM}	Direct economic value generated and distributed, including revenues, operating costs, employee compensation, donations and other community investments, retained earnings, and payments to capital providers and governments.	Not	
EC2	Financial implications and other risks and opportunities for the organization's activities due to climate change.	Not	
EC3	Coverage of the organization's defined benefit plan obligations.	Not	
EC4	Significant financial assistance received from government.	Not	
Market presence, including impact on local economies			
EC5	Range of ratios of standard entry level wage compared to local minimum wage at significant locations of operation.	Not	
EC6	Policy, practices, and proportion of spending on locally-based suppliers at significant locations of operation.	Not	
EC7	Procedures for local hiring and proportion of senior management hired from the local community at significant locations of operation.	Fully	Chapter 4. Inside our organisation. Our team. The staff. (page 36)
Indirect economic impacts			
EC8	Development and impact of infrastructure investments and services provided primarily for public benefit through commercial, in-kind, or pro bono engagement.	Not	
EC9	Understanding and describing significant indirect economic impacts, including the extent of impacts.	Not	
Environmental			
Performance Indicator	Description	Reported	Cross-reference/Direct answer
Materials			

Emissions, effluents and waste			
EN16	Total direct and indirect greenhouse gas emissions by weight.	Fully	Chapter 4. Inside our organisation. Our commitments. We are green (page 40).
EN17	Other relevant indirect greenhouse gas emissions by weight.	Not	
EN18	Initiatives to reduce greenhouse gas emissions and reductions achieved.	Fully	Chapter 4. Inside our organisation. Our commitments. We are green (page 40).
EN19	Emissions of ozone-depleting substances by weight.	Not	
Social: Labor Practices and Decent Work			
Performance Indicator	Description	Reported	Cross-reference/Direct answer
Employment			
LA1 _{COMM}	Total workforce, including volunteers, by employment type, employment contract, and region.	Fully	Chapter 4. Inside our organisation. Our team. The staff. (page 36) Chapter 4. Inside our organisation. Our team. The volunteers (page 37)
LA2	Total number and rate of employee turnover by age group, gender, and region.	Not	
LA3	Benefits provided to full-time employees that are not provided to temporary or part-time employees, by major operations.	Not	
Labor/management relations			
NG09	Mechanisms for workforce feedback and complaints, and their resolution.	Not	
LA4	Percentage of employees covered by collective bargaining agreements.	Not	
LA5	Minimum notice period(s) regarding significant operational changes, including whether it is specified in collective agreements.	Not	
Occupational health and safety			
LA6	Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs.	Not	
LA7 _{COMM}	Rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities by region.	Not	
LA8 _{COMM}	Education, training, counseling, prevention, and risk-control programs in place to assist workforce members, their families, volunteers or community members regarding serious diseases.	Not	
LA9	Health and safety topics covered in formal agreements with trade unions.	Not	
Training and education			
LA10 _{COMM}	Average hours of training per year per employee by employee category.	Partially	Chapter 4. Inside our organisation. Our commitments. Committed to training (page 40).
LA11 _{COMM}	Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings.	Not	
LA12	reviews.	Partially	Chapter 4. Inside our organisation. Our commitments. Committed to training (page 40).
Diversity and equal opportunity			
LA13	according to gender, age group, minority group membership, and other indicators of diversity.	Fully	Chapter 4. Inside our organisation. Our commitments. Progress towards equality (page 38).
LA14	Ratio of basic salary of men to women by employee category.	Not	
Social: Human Rights			
Social: Society			
Performance Indicator	Description	Reported	Cross-reference/Direct answer
Community			
SO1	Nature, scope, and effectiveness of any programs and practices that assess and manage the impacts of operations on communities, including entering, operating, and exiting.	Fully	Chapter 1.- About us. Listening to our stakeholders. Involving local communities. (page 9) Chapter 2.- What we have done. Economic Justice. Bolivia (page 14) Chapter 2.- What we have done. Essential services. Ethiopia (page 16) Chapter 2.- What we have done. Essential services. Mozambique (page 17) Chapter 2.- What we have done. Humanitarian Action. Haiti. (page 20)
Corruption			

SO2 <small>COMM</small>	Percentage and total number of programs /business units analyzed for risks related to corruption.	Not	
SO3	Percentage of employees trained in organization's anti-corruption policies and procedures.	Partially	Chapter 4. Inside our organisation. Our commitments. Responsibilities and obligations (page 38).
SO4 <small>COMM</small>	Actions taken in response to incidents of corruption.	Not	
Public policy			
SO5	Public policy positions and participation in public policy development and lobbying.	Not	
SO6	Total value of financial and in-kind contributions to political parties, politicians, and related institutions by country.	Not	
Anti-competitive behavior			
SO7	Total number of legal actions for anti-competitive behavior, anti-trust, and monopoly practices and their outcomes.	Not	
Compliance			
SO8	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with laws and regulations.	Not	
Social: Product Responsibility			
Performance Indicator	Description	Reported	Cross-reference/Direct answer
Customer health and safety			
Marketing communications			
PR6 <small>COMM</small>	Programs for adherence to laws, standards, and voluntary codes related to fundraising and marketing communications, including advertising, promotion, and sponsorship.	Fully	For the fiscal year 2011-12, we have not recieved any complaints for the breaches of standards.
PR7	Total number of incidents of non-compliance with regulations and voluntary codes concerning marketing communications, including advertising, promotion, and sponsorship by type of outcomes.	Not	
Customer privacy			
PR8	Total number of substantiated complaints regarding breaches of customer privacy and losses of customer data.	Not	
Compliance			
PR9	Monetary value of significant fines for non-compliance with laws and regulations concerning the provision and use of products and services.	Not	