Note on accountability report, reviewed in March 2011

Organisation: ActionAid International
Reporting period: January – December 2009

Reporting framework used
☑ GRI Reporting Framework
☐ Interim Reporting Framework

On the GRI Reporting Framework
What GRI reporting level did the organisation report on?
☐ A
☐ B
☑ C

Did the Secretariat contact the organisation for further information before forwarding the report to the panel?
☑ Yes
☐ No

Comment: The annex “Organisational diagrams” (referred to on p. 35) was missing. This was provided by the organisation upon the Secretariat's request.

COMMENTS ON THE INFORMATION PROVIDED IN THE REPORT

<table>
<thead>
<tr>
<th>Profile (recommended 28)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Profile components the organisation reports on in total: <strong>28</strong></td>
</tr>
<tr>
<td>Number of the recommended Profile components the organisation reports on: <strong>28</strong></td>
</tr>
<tr>
<td>Number of additional Profile components the organisation reports on: <strong>none</strong></td>
</tr>
<tr>
<td>Number of Profile components commented on: <strong>6</strong></td>
</tr>
</tbody>
</table>

“1.1 Strategy and Analysis/ Statement from the most senior decision-maker of the organization”
Comment: Missing information on performance with respect to goals/ objectives/ standards/ targets.

“2.3 Organizational Profile/ Operational structure of the organization, including national offices, sections, branches, field offices, main divisions, operating companies, subsidiaries, and joint ventures.”
Comment: Missing information on where national offices/ sections/ field offices are based.

“2.8 Organizational Profile/ Scale of the reporting organization.”
Comment: Missing information on scope/ scale of activities.

“3.5 Report Parameters/ Process for defining report content.”
Comment: Missing information on the process for defining report content.
“4.4 Governance, Commitments and Engagement/ Mechanisms for internal stakeholders (e.g., members), shareholders and employees to provide recommendations or direction to the highest governance body.”
Comment: Missing more detailed information on mechanisms for members to provide recommendation/direction to the highest governance body.

“4.15 Governance, Commitments and Engagement/ Basis for identification and selection of stakeholders with whom to engage.”
Comment: Missing information on the process for identifying stakeholder groups.

**Indicators (recommended 18)**
Number of indicators the organisation reports on in total: **17**
Number of the 18 recommended indicators the organisation reports on: **12**
Number of additional indicators the organisation reports on: **5**
Number of indicators commented on: **12**

“NGO4: Measures to integrate gender and diversity into programme design, implementation, and the monitoring, evaluation, and learning cycle.”
Comment: Missing information on policies/tools and actions taken related to other diversity types than gender.

“EN1: Materials used by weight or volume.”
Comment: The organisation indicates that this data exists for the UK office only and therefore reports only this information. Information only given for “paper use”.

“EN2: Percentage of materials used that are recycled input materials.”
Comment: The organisation reports for the UK office only. Information only given for “paper use”, plus an estimation of the total.

“EN4: Indirect energy consumption by primary source.”
Comment: The organisation reports for the UK office only. Information missing on the proportion of renewable and non-renewable energy used.

“EN16: Total direct and indirect greenhouse gas emissions by weight.”
Comment: The organisation reports for the UK office only. Missing information on standards used for calculation; and on the proportion of direct and indirect emissions.

“EN17: Other relevant indirect greenhouse gas emissions by weight.”
Comment: The organisation reports for the UK office only and for “paper use” and “air travel” only. Missing information on which of the organisation’s activities cause the emissions; and an assessment of their amount.

“EN18: Initiatives to reduce greenhouse gas emissions and reductions achieved.”
Comment: The organisation reports for the UK office only.

“EN28: Monetary value of significant fines and total number of non-monetary sanctions for noncompliance with environmental laws and regulations.”
Comment: Missing information regarding non-monetary sanctions.
“LA1: Total workforce, including volunteers, by type, contract, and region.”
Comment: Missing information on type of contract. Organisation indicates that data does not exist for type of work or for volunteers.

“LA10: Average hours of training per year per employee by employee category.”
Comment: Organisation indicates that this data is not reported on at the global level.

“LA12: Percentage of employees receiving regular performance and career development reviews.”
Comment: Missing information on what number the percentage is based on.

“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.”
Comment: Missing information on the number of operations to which the programmes apply; on whether the programmes have been effective; and on how feedback has lead to further community engagement.