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

OECD GUIDELINES FOR MULTINATIONAL ENTERPRISES

NCP REPORT TO THE OECD 2013

- AUSTRIA -

The document is available in PDF format only.

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OECD GUIDELINES FOR MULTINATIONAL ENTERPRISES
AUSTRIAN NCP
REPORT TO THE OECD
2013
National Contact Points must report annually to the OECD 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.

A Common Reporting Framework, based on the Implementation Procedures of the Guidelines, assists NCPs prepare these reports. This information is the basis for the Chair’s Annual Report to the OECD Council.

Common Reporting Framework
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Common framework for annual reporting by National Contact Points

The role of National Contact Points is to further the effectiveness of the Guidelines by undertaking promotional activities, handling enquiries and contributing to the resolution of issues that arise relating to the implementation of the Guidelines in specific instances. NCPs will operate in accordance with core criteria of visibility, accessibility, transparency and accountability.

A. Institutional arrangements

1. Governmental location of the NCP
   Austrian Federal Ministry of Economy, Family and Youth (BMWFJ)

2. Structure of the NCP
   - Monopartite

   The Austrian NCP is located in the Directorate-General for Trade Policy and European Integration of the BMWFJ.

3. Does the NCP have an advisory body? Yes
   The Austrian NCP Steering Committee is chaired by a senior official of the BMWFJ and includes representatives of the Federal Chancellery, the Federal Ministry of Labour, Social Affairs and Consumer Protection, the Federal Ministry for European and International Affairs, the Federal Ministry of Finance, the Austrian Federal Chamber of Labour, the Austrian Trade Union Federation, the Federation of Austrian Industries, the Austrian Federal Economic Chamber, the Austrian Chamber of Agriculture, an Austrian-based member organization of OECD Watch as well as one external expert in the field of extrajudicial dispute resolution.

   The terms of reference, which are available at the NCP’s website are the basis for the activities of the Steering Committee. Its main tasks are: Consulting of the Austrian NCP in all matters regarding the implementation of the Guidelines; support and consulting of the Austrian NCP during the implementation of the pro-active agenda; participation in the preparation of the annual report of the Austrian NCP to the OECD Investment Committee; promotion of a broad dialogue on the Guidelines with stakeholders; proposals for the further development of the Austrian NCP; suggestion that a matter be referred to the OECD Investment Committee in case of doubts regarding the interpretation of the Guidelines; evaluation of the activities of the Austrian NCP, in particular with regard to the compliance with the Terms of Reference and the implementation of the key criteria pursuant to Item I of the Procedural Guidance of the OECD Guidelines for Multinational Enterprises as well as the compliance with the latter.

4. Does the NCP have an oversight body? No

5. Was the NCP structure modified in the reporting period? No
6. How does this structure enable the NCP to operate effectively?

As an official unit of the BMWFJ, all laws and regulations providing for the impartiality, accountability and liability of members of the Austrian civil service apply. The Steering Committee provides an adequate infrastructure for stakeholder involvement.

7. Does the NCP have an allocated budget?

The Austrian NCP has an annual budget for specific instances (also covering costs of a mediator), and additional funds for promoting the OECD Guidelines, covering the costs of e.g. brochures, events, workshops and seminars.

8. Does the NCP have dedicated staff?

The Austrian NCP has dedicated staff within its unit and also within the department of the BMWFJ where the NCP is associated with.

9. Are changes in the structure or resources available to the NCP contemplated in the near future?

No

10. Does the NCP report within the Government on its activities?

Yes

B. Information and promotion

11. Does the NCP have a dedicated website or dedicated webpages?

The Austrian NCP has a dedicated German and English webpage: www.oecd-leitsaetze.at

12. Are the 2011 Guidelines available online?

German and English version.

13. Are the 2011 Guidelines available in print?

German versions are available through the Austrian NCP. Numerous copies have been distributed to companies, universities and other stakeholders.
14. Did you develop other products to raise awareness of the Guidelines?  
   Yes ☐  No ☑

The Austrian NCP has recently published a brochure about the OECD Guidelines in German. A second one is under preparation right now in cooperation with respACT Austria, the Austrian platform for sustainable development, CSR and business ethics.

15. Is your Annual Report available online?  
   Yes ☐  No ☑

http://www.en.bmwfj.gv.at/ExternalTrade/EUcoordinated/Documents/Annual%20Report%202012%20of%20the%20Austrian%20NCP%20to%20the%20OECD.pdf

16. Is your Annual Report available in print?  
   Yes ☐  No ☑

A copy can be obtained from the Austrian NCP.

17. Does the NCP coordinate with other government activities on responsible business conduct?  
   Yes ☐  No ☑

The Austrian NCP is in close contact with (1) the department of the BMWFJ which is responsible for RBC issues and (2) with the Austrian Federal Ministry for European and International Affairs as far as international RBC issues are concerned (e.g. Council of Europe, United Nations).

Furthermore the Austrian NCP participated in the ongoing preparation of an Austrian CSR strategy.

18. Does the NCP, together with appropriate state entities (export credits agency, investment state-owned enterprises, overseas investment guarantee and inward investment promotion programs,..), inform prospective investors about the Guidelines and their implementation?  
   Yes ☐  No ☑

The Austrian NCP is working together with the Austrian export credit agency OeKB. The OeKB is Austria's main provider of financial and information services to the export industry and the capital market. It also has a reference to the OECD Guidelines in their export contracts. OeKB acts on behalf of the Federal Ministry of Finance, a member of the NCP’s Steering Committee.

Together with the BMWFJ the BMF hosted a workshop for Enterprises to promote the OECD- Guidelines and the OECD Common Approaches at the OeKB in November 2012.

19. If the NCP conducted surveys or collected data documenting enterprises' awareness and use of the Guidelines, such as references in corporate codes of conduct, provide details.

In November and December 2012 the Austrian NCP together with respACT Austria conducted a survey, regarding the level of awareness of the OECD Guidelines within selected Austrian companies. The results of the survey will serve as a benchmark for further surveys.

20. Does the NCP have a promotional plan on the Guidelines?  
   Yes ☐  No ☑

The Austrian NCP signed a one year contract with respACT Austria to promote the OECD Guidelines and to leverage the work done, getting companies involved. respACT is Austria’s leading
platform for Corporate Social Responsibility (CSR) and Sustainable Development. respACT also is the official Focal Point of the UN Global Compact in Austria. respACT and the Austrian NCP host events and promote the OECD Guidelines in line with the contractually agreed promotional plan.

In addition to that the Austrian NCP has its own promotional plan. Events solely organized by the Austrian NCP are under preparation primarily for the second half of 2013.

21. Did the NCP organise any event to promote the Guidelines and their implementation procedures?

☐ Yes  ☐ No

22. Did the NCP participate in any event organised by stakeholders or other entities to promote the Guidelines and their implementation procedures?

☐ Yes  ☐ No

<table>
<thead>
<tr>
<th>Title</th>
<th>Date</th>
<th>Place</th>
<th>Further details</th>
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</thead>
<tbody>
<tr>
<td>7th Austrian CSR-day</td>
<td>18 Sep 2012</td>
<td>Vienna, Austria</td>
<td>Rio +20 - Towards a green economy</td>
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<td>2nd Meeting of the Austrian Global Compact Network 2012</td>
<td>16 Oct 2012</td>
<td>Vienna, Austria</td>
<td>Introduction of the Austrian NCP and the specific instance complaint mechanism</td>
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<td>Extrajudicial Complaint Mechanisms for Resolving Conflicts of Interest between Business Actors</td>
<td>17 Oct 2012</td>
<td>Vienna, Austria</td>
<td>Presentation of a study by the Ludwig Boltzmann Institute for Human Rights on extrajudicial complaint mechanisms.</td>
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<tr>
<td>Not my business? Business and Responsibility</td>
<td>27 Nov 2012</td>
<td>Vienna, Austria</td>
<td>Relevance of the OECD Guidelines for enterprises</td>
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<td>Aussenwirtschaftsbeirat - Foreign Trade Committee</td>
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<tr>
<td>Date</td>
<td>20 Dec 2012</td>
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<tr>
<td>Place</td>
<td>Vienna, Austria</td>
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<tr>
<td>Further details</td>
<td>Introduction of the Austrian NCP and the specific instance complaint mechanism to the Foreign Trade Committee</td>
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<tr>
<td>Title</td>
<td>1st Meeting of the Austrian Global Compact Network 2013</td>
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<tr>
<td>Date</td>
<td>20 Feb 2013</td>
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<td>Human Rights and CSR</td>
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<tr>
<td>Title</td>
<td>The OECD Guidelines and their relevance for Austrian companies</td>
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<td>Date</td>
<td>25 Apr 2013</td>
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<tr>
<td>Place</td>
<td>Salzburg, Austria</td>
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<td>Further details</td>
<td>Relevance of the OECD Guidelines for Multinational Enterprises</td>
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<tr>
<td>Title</td>
<td>Sustainable Business in Emerging Markets</td>
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<tr>
<td>Date</td>
<td>21 Mar 2013</td>
<td></td>
<td></td>
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<tr>
<td>Place</td>
<td>Vienna, Austria</td>
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</tr>
<tr>
<td>Further details</td>
<td>General promotion of the Guidelines together with respACT Austria</td>
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</table>

23. What use has been made of embassies, notably in emerging markets and other non-adhering countries, for raising awareness and promoting the Guidelines?

The Austrian Federal Economic Chamber (WKO) is a member of the NCP’s Steering Committee. Using its network the Austrian NCP recently sent a promotion letter regarding the OECD Guidelines to all 75 Aussenwirtschaft Austria offices abroad. These offices provide a broad range of intelligence and business development services for both Austrian companies and their international business partners.

The Austrian Federal Ministry for European and International Affairs, yet another member of the NCP’s Steering Committee, sent the same promotion letter to the Austrian embassies and selected consulates.
24. Does the NCP have a direct relationship with OECD partner organisations and/or other leading responsible business conduct instruments:

ILO?  
☐ Yes  ☑ No

UN Global Compact and its local networks?  
☑ Yes  ☐ No

UN Office of the High Commissioner on Human Rights?  
☐ Yes  ☑ No

National Institution for the Protection and Promotion of Human Rights?  
☐ Yes  ☑ No

Global Reporting Initiative?  
☑ Yes  ☐ No

ISO26000?  
☑ Yes  ☐ No

Other  
☐ Yes  ☐ No

The Austrian NCP regularly works together with respACT Austria, which is the official Focal Point of the UN Global Compact in Austria and also promotes ISO 26000 and GRI.

25. Does the NCP or another government agency promote the OECD Risk Awareness Tool for Multinational Enterprises in Weak Governance Zones?  
☑ Yes  ☐ No

The website of the Austrian NCP provides a link to the Risk Awareness Tool for Multinational Enterprises in Weak Governance Zones.

26. Does the NCP or another government agency promote the OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High Risk Areas?  
☑ Yes  ☐ No

The website of the Austrian NCP provides a link to the Due Diligence Guidance for Responsible Chains of Minerals from Conflict-Affected and High Risk Areas.

27. Were enquiries received on the Guidelines and their implementation procedures

From other NCPs?  
☑ Yes  ☐ No

From the business community?  
☑ Yes  ☐ No

From labour organisations?  
☑ Yes  ☐ No

From non-governmental organisations?  
☐ Yes  ☑ No

From governments of non-adhering countries?  
☑ Yes  ☐ No

Other  
☐ Yes  ☐ No

Enquiries about pending Austrian specific instances, the Guidelines itself and the complaint mechanism were received from the offices of the Aussenwirtschaft Austria, several companies and universities.
C. Proactive agenda

In accordance with the Investment Committee’s proactive agenda, NCPs should maintain regular contact, including meetings, with social partners and other stakeholders in order to: a) consider new developments and emerging practices concerning responsible business conduct; b) support the positive contributions enterprises can make to identify and respond to risks of adverse impacts associated with particular products, regions, sectors or industries.

28. Did the NCP identify new emerging challenges for enterprises, or engage in any related activities?

☐ Yes ☐ No

The Austrian NCP participated at the 1st Workshop on mediation for National Contact Points in Salzburg. The event took place in September 2012 and was organized by the Austrian Federal Ministry of Economy, Family and Youth.

The Austrian NCP also attended the 2nd Workshop for NCPs regarding the extractive sector organized by the UK NCP.

D. Co-operation and peer learning

In addition to contributing to the Committee’s work to enhance the effectiveness of the Guidelines, NCPs will engage in joint peer learning activities. In particular, they are encouraged to engage in horizontal, thematic peer reviews and voluntary NCP peer evaluations. Such peer learning can be carried out through meetings at the OECD or through direct co-operation between NCPs.

29. Did the NCP engage in direct co-operation with other NCPs?

☐ Yes ☐ No

The Austrian NCP is in close contact with the Swiss and UK NCP.

Additionally representatives from the Swiss and the Dutch NCP were invited to describe their NCP structure and to share their experiences in handling specific instances.

Furthermore the Austrian NCP is preparing a regional NCP initiative in September 2013 as well as side events during the 2nd Workshop on mediation which is planned in Vienna by the end of 2013.

30. Is the NCP interested in volunteering for a peer evaluation?

☐ Yes ☐ No

31. Is the NCP interested in being part of the team conducting a voluntary peer evaluation?

☐ Yes ☐ No

2014 onwards.
E. Specific instances

32. Did the NCP develop procedures for handling specific instances?  
- are they available online?  
  http://www.en.bmwfj.gv.at/ExternalTrade/EUcoordination/Documents/Terms%20of%20References%20-%20Austrian%20NCP.pdf  
- in which language(s)? German, English and French  
- do procedures take into account the 2011 Procedural Guidance? 

33. How many new specific instances did the NCP receive in the reporting period? 0

34. Do you have any updates on specific instances that were reported and not concluded in the previous reporting period?  

F. Useful experiences and future work

35. 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.  
  Close cooperation between the NCPs and peer learnings in regards to promotion activities and workshops are very useful and strengthen the general coherence among NCPs.

36. Based on your recent activities, what issues might deserve particular attention during the 2013-2014 implementation cycle of the OECD Guidelines?  
  Promoting the role of the NCPs regarding specific instances.
### NCP CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Contact</th>
<th>Austrian National Contact Point Federal Ministry of Economy, Family and Youth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Stubenring 1</td>
</tr>
<tr>
<td></td>
<td>1011 Vienna</td>
</tr>
<tr>
<td>Country</td>
<td>AUSTRIA</td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://www.oecd-leitsaetze.at">www.oecd-leitsaetze.at</a></td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:NCP-Austria@bmwfj.gv.at">NCP-Austria@bmwfj.gv.at</a></td>
</tr>
<tr>
<td>Telephone</td>
<td>+43 1 711 00 8316 or +43 1 711 00 5050</td>
</tr>
<tr>
<td>Fax</td>
<td>+43 1 711 00 93 8316</td>
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</tbody>
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