

**Confidentiality agreement: advance copies of the finalized G3 Guidelines**

The G3 Guidelines - GRI's third generation Guidelines – will be launched in front of an expected 1000 stakeholders at the international conference "Reporting: A measure of sustainability", October 4-6, 2006, in Amsterdam.

The G3 Guidelines are embargoed for public release until their launch on October 5, 2006 at this event.

However, members of the GRI's governance bodies, (Board, Technical Advisory Committee and Stakeholder Council), organizations and companies that are registered as GRI Organizational Stakeholders that have published GRI-referenced reports, translators, and partners for service development (Tech Partnership, Learning Partnership), have valid reason to access advance copies of the G3 Guidelines prior to their public launch.

This letter has been sent to those individuals who have reason to access advance copies of the finalized G3 Guidelines. If you wish to receive an advance copy of the finalized G3 Guidelines, please complete the confidentiality agreement, below. You are requested to pledge your commitment to protect the embargoed status of the G3 to help ensure that any advance copies are not publicly circulated or disclosed prior to their international launch.

- 1) Please complete this confidentiality agreement by signing and dating the form below and faxing it to +31 20 531 0031, ATTENTION: Tamara Richards

Please note: you will receive your advance copy of the G3 Guidelines via email when the Secretariat has received your signed confidentiality agreement.



**Confidentiality agreement**

Please complete and fax back to +31 20 531 0031, ATTENTION: Tamara Richards

GRI will make public its GRI's G3 Guidelines at a formal global launch on October 5th. As a GRI Organizational Stakeholder and as an organization (= company) that has published one or more GRI-based reports, your organization might have a legitimate interest in receiving an advance copy of the G3 Guidelines to facilitate your preparations for the application of this new version of the GRI Guidelines.

The edited version of G3 Guidelines will be completed by 31 August and GRI would be willing to provide your organization or company privileged access to the G3 Guidelines before the launch date. However, GRI does need to protect the confidentiality of the content of the G3 Guidelines until the official launch moment at noon (CET) on October 5th, 2006. Access to the G3 Guidelines will therefore be offered to organizations that are registered as a GRI Organizational Stakeholder, that have produced a GRI-referenced report for their own organization, and that return a signed copy of this confidentiality agreement.

The following points set out the terms of the confidentiality agreement that your organization is accepting when you sign this agreement:

Without limiting the generality of the foregoing, your organization is, until noon time (CET) on October 5<sup>th</sup>, 2006, required:

1. Not to disclose the content or any information about the content of the G3 Guidelines to, or discuss the same with, any person other than staff members within your organization that have an immediate interest in the content with regards to their normal responsibilities and to commit those persons in your organization that are given access to the G3 Guidelines to observe the terms of this confidentiality agreement.
2. Not to use your organization's privileged knowledge of the content of the G3 Guidelines for any other purpose than for the preparation of your organization's reporting exercise;
3. Not to copy, duplicate, or quote any part of the G3 Guidelines to parties outside your organization (Note: this clause also commits your organization not to share any part of the G3 Guidelines with service providers – e.g. consultants, assurers, etc - who are not exclusively employed by your organization);
4. Not to disclose the fact that your organization has received privileged access to the content of the G3 Guidelines before its October 5<sup>th</sup> launch date
5. Your organization recognises the GRI's right to seek compensation for damages that result from any breach of the conditions set out in this agreement.
6. The obligations set out in this memorandum are in addition to, and not in substitution for, any other confidentiality obligations you may have at law.

Thus agreed upon and signed

Place:

SAO PAULO BRASIL

Date:

5/9/2006

[ NATURA ]  
Organization Name

ROBERTO WITTEGOTT  
Representative's Name and Title

Representative's Signature

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