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-----Original Message-----

**From:** Sérgio A. P. Esteves [<mailto:sesteves@amce.com.br>]

**Sent:** Friday, February 09, 2001 2:09 PM

**To:** [brownlie@ceres.org](mailto:brownlie@ceres.org)

**Subject:** Fw: GRI FEEDBACK PROCESS

----- Original Message -----

**From:** [Sérgio A. P. Esteves](mailto:Sérgio A. P. Esteves)

**To:** [brownlie@globalreporting.org](mailto:brownlie@globalreporting.org)

**Cc:** [Ana M. C. Esteves](mailto:Ana M. C. Esteves) ; [Luzia Monteiro Longo](mailto:Luzia Monteiro Longo) ; [rodolfoguttilla@natura.net](mailto:rodolfoguttilla@natura.net) ; [Sonia Loureiro](mailto:Sonia Loureiro)

**Sent:** Friday, February 09, 2001 4:48 PM

**Subject:** GRI FEEDBACK PROCESS

To Mr. Mark Brownlie  
GRI Interim Secretariat

Rodolfo,

todo certo até aqui; por favor  
leia as condições e veja se gostaria  
de continuar.

De nossa parte podemos  
continuar/ desenvolver o conteúdo,  
se for do seu interesse.

Luiz

23/2/2001

**AMCE Negócios Sustentáveis**

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**De:** "Mark Brownlie" <brownlie@ceres.org>  
**Para:** <sesteves@amce.com.br>  
**Cc:** <luzialongo@amce.com.br>; <rodolfoguttila@natura.net>;  
**Enviada em:** sexta-feira, 23 de fevereiro de 2001 11:34  
**Anexar:** Memo inviting feedback from corps.doc  
**Assunto:** RE: GRI FEEDBACK PROCESS



Dear Sergio Esteves,

Thank you for your input on GRI's Sustainability Reporting Guidelines. I have forwarded your comments to the people in our organization that are compiling and considering all input.

I want to make sure that I understood your letter properly. It appears that you were suggesting that Natura would like to participate in the Structured Feedback Process in the future. If you have seen the attached description of the Structured Feedback Process before then you are aware of the details of the program. If not, please review the attachment and let me know for sure that Natura would like to be part of the program. We would very much like to have a leading Brazilian company participating. We have not yet had any Brazilian companies participate in the pilot test or Structured Feedback Process. I have entered Natura on my list of companies interested in participating. Please let me know if I should remove it.

We are currently working on a set of criteria to use in the selecting 25 companies to participate in the process. The preliminary criteria include:

>> Size: we are looking for a diversity in company sizes, especially to include small and medium enterprises that have not been involved as much in the past.

>> Business Sector: we want to achieve a healthy balance of business sector representation (e.g., manufacturing, chemical, resources, service, etc.)

>> Location: we would like to engage companies from countries and regions that have not been involved as much in the past.

>> Reporting Experience: we are looking for a blend of experienced and new reporting companies

>> Previous Participation: to the extent possible, we are trying to engage new companies that have not been involved in the GRI process. This would not necessarily preclude a former pilot test company from being involved in this Structured Feedback Process.

We will forward details of the final selection criteria and the next steps in this process in the next two weeks.

Again, thank you for your interest. I apologize for the tardy reply to your e-mail.

Regards,

Mark Brownlie

GRI Interim Secretariat

11 Arlington Street, 5th Floor

Boston, MA 02116-3411

23/2/2001

Dear Colleague,

Similar to our approach following the release of the March 1999 Exposure Draft Guidelines, GRI is committed to obtaining feedback from a wide range of stakeholder groups on the June 2000 Sustainability Reporting Guidelines. Toward that end, we are now seeking about 25 companies to participate in a Structured Feedback Process on the June 2000 Guidelines.

Terms of your participation in the Structured Feedback Process involve commitments by both your company and GRI:

You would commit to:

- Providing a formal statement from an authorized person at your company, confirming your commitment to the process.
- Reviewing/examining in detail the June 2000 Sustainability Reporting Guidelines, including the annexes.
- Undertaking within your company, an appraisal of the relevance, feasibility, strengths and limitations of the specific items listed in Part C - Report Content, of the Guidelines. This analysis should also assess the potential for including a majority of the recommended indicators and content from the Guidelines in your current or future sustainability report.
- Provide input using a structured format provided by the GRI Secretariat. This will most likely be in the form of a survey that we will release in the first quarter of 2001.
- Consider publication of a sustainability report based on GRI's June 2000 Sustainability Reporting Guidelines. Publication of a report is not required to participate in the feedback process. However, it is encouraged and welcomed. If your company does publish a report, we ask that you send to the Secretariat a copy and the URL where it is posted. This link will be provided on the GRI website.

The GRI would commit to:

- Recognizing all participating companies in publications and on the GRI website.
- Offering your name to media for interviews (if you wish). The media covered the initial pilot program in substantial depth and featured quotes and issues from many of the pilot companies.
- Providing clarification of any material in the Guidelines.
- Posting your feedback on the GRI website.
- Determining the desirability, in consultation with Feedback companies, of a workshop of participating companies later in 2001.

As in 1999, we would like to involve 25 companies in the Structured Feedback Process. We expect that many more than 25 companies will want to participate. To ensure a rich variety of comments on the Guidelines, transparency, and an effective and manageable Structured Feedback Process, we will determine 25 participants through analysis against a published set of criteria that will include at minimum the following:

- Industry sector
- Size of company
- Geographic region

One other criteria of note: to obtain new perspectives we are looking to attract companies that have not been extensively involved in the GRI process before, and are not very familiar with the Guidelines.

In addition to the Structured Feedback Process, we welcome feedback from all interested parties and will consider all input in the Guidelines revision process. Company participation in this feedback process is one part of this larger effort. We will also be soliciting and considering feedback in parallel from non-governmental organisations, labour and accountancy groups, governments and others.

Early in the first quarter of 2001 we will provide you with more details on the process, including timing, the feedback form, and ongoing communications.

Prior to signing any formal commitments, I would appreciate an early communication indicating whether or not you are interested in becoming one of the 25 participants in the structured feedback process. Kindly respond to this e-mail by 30 January with your initial response, with copy to Ms. Naoko Kubo (kubo@globalreporting.org).

Thank you again. We hope to hear from you by 30 January. If you have any questions, please contact Ms. Kubo or me.

Cordially,

Mark Brownlie

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For further information on the Global Reporting initiative please visit [www.globalreporting.org](http://www.globalreporting.org)