BC ESG • Fleet Reference Architecture

GRI Reporting Quick-Start Card: Universal vs. Topic Standards & Principles

FREE EXECUTIVE FIELD CARD
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CORE MANDATE: MULTI-STAKEHOLDER IMPACT MATERIALITY (INSIDE-OUT LENS)

GRI Standards provide the global benchmark for reporting an organization's most significant impacts on the economy, environment, and people (including human rights). Unlike investor-only single-materiality frameworks (ISSB), GRI serves the information needs of **employees, customers, suppliers, communities, regulators, and civil society alongside capital providers**. It forms the impact-materiality foundation of the EU ESRS double materiality architecture.

1. THE THREE-TIER GRI STANDARDS ARCHITECTURE (2021 UPDATE & 2026 STATUS)

Standard Set	Core Standards	Mandatory Purpose & Disclosure Focus
Universal Standards APPLIES TO ALL	**GRI 1: Foundation (2021)** **GRI 2: General Disclosures (2021)** **GRI 3: Material Topics (2021)** *(Classic: GRI 101, 102, 103)*	• **GRI 1:** Sets reporting principles, key concepts, requirements to report "in accordance". • **GRI 2:** 30 contextual disclosures across 5 sections: organizational details, activities/workers, governance, strategy/policies, and stakeholder engagement. • **GRI 3:** Step-by-step process to identify, prioritize, and report material impacts; Management Approach disclosure requirements.
Sector Standards INDUSTRY PRIORITY	**GRI 11:** Oil and Gas **GRI 12:** Coal **GRI 13:** Agriculture, Aquaculture, Fishing **GRI 14:** Mining	• Pre-identifies the sustainability topics most likely to be material for high-impact sectors. • Directs organizations to relevant Topic Standards and lists sector-specific disclosures. • Mandatory first reference point for in-scope organizations under GRI 2021.
Topic Standards TOPIC-SPECIFIC	**GRI 200:** Economic Topics **GRI 300:** Environmental Topics **GRI 400:** Social Topics *(Plus GRI 101/102/103 2024-27)*	• Applied based on material topics determined via GRI 3. • **GRI 200:** Economic performance, market presence, procurement, anti-corruption (205). • **GRI 300:** Energy (302), Water (303), Emissions (305), Waste (306), Supplier Env. • **GRI 400:** Employment (401), H&S (403), Diversity (405), Non-discrimination (406), Labor (407/408), Human rights (412). • **2026 Updates:** GRI 101: Biodiversity 2024 effective Jan 1, 2026; GRI 102 Climate & GRI 103 Energy 2025 effective Jan 1, 2027.

2. THE 7 GRI REPORTING PRINCIPLES FOR QUALITY & RELEVANCE

Principle	GRI Definition & Quality Standard	Implementation Rule / Audit Gate
1. Accuracy	Disclosures are accurate, precise, and complete; supported by verifiable data systems.	Document calculation methodologies, conversion factors, and data margins of error.
2. Balance	Presents an unbiased picture of positive and negative impacts without cherry-picking.	Disclose spills, fines, safety incidents, wage gaps, and missed targets with corrective actions.
3. Clarity	Information is accessible, logically structured, understandable, and free from excessive jargon.	Provide clear definitions, summaries, and executive explanations for technical ESG metrics.
4. Comparability	Metrics and methodologies remain consistent over time to enable multi-year and peer tracking.	Restate historical baselines if boundaries or conversion factors shift; benchmark against peers.
5. Completeness	Disclosures cover all material topics identified through stakeholder impact assessments.	No omissions of material impacts; state explicit reasons for any unavailable metric lines.
6. Timeliness	Reported regularly and promptly to inform stakeholder decisions before information grows stale.	Align reporting cadence with annual financial releases or defined annual sustainability cycle.
7. Verifiability	Data gathering, collation, and reporting processes can be examined and proven by auditors.	Maintain clear audit trails, primary source receipts, and internal sign-offs for assurance.

3. STEP-BY-STEP 4-PHASE IMPLEMENTATION SEQUENCE (MONTHS 1 TO 9)

Phase & Timeline	Key Operational Milestones	Core Deliverables & Governance Outputs
Phase 1: Planning & Setup MONTHS 1–2	• Establish cross-functional GRI implementation team (Sustainability, HR, Finance, Operations, Legal, IR). • Review GRI Standards 2021 framework; identify applicable Sector & Topic Standards. • Conduct gap analysis vs. current corporate disclosures. • Secure budget and executive resources; engage advisors.	• GRI Project Charter & RACI Matrix. • Disclosure Gap Analysis Register. • Master 9-Month Implementation Workplan. • Tooling & platform architecture plan.
Phase 2: Materiality & Stakeholder Engagement MONTHS 2–4	• Identify potential material topics through peer & industry benchmarking. • Design stakeholder engagement instruments (surveys, interviews, focus groups). • Conduct internal prioritization workshops with executive leadership. • **Execute stakeholder engagement (200+ responses minimum target).** • Analyze survey results; plot 2D materiality matrix.	• Stakeholder Consultation Database (200+ inputs). • 2D Materiality Matrix (Stakeholder vs. Organization). • Priority Material Topics Shortlist. • **Formal Board / Governance Committee Approval Memo.**
Phase 3: Data Collection & Management Approach MONTHS 4–7	• For each material topic, document Management Approach (GRI 103 / GRI 3-3). • Establish quantitative data collection protocols across facilities. • Deploy or configure centralized ESG data platform. • Train facility and department data owners on measurement units. • **Collect 2+ years historical data for multi-year trend analysis.**	• GRI 103 Management Approach Narrative per topic. • 2-Year Historical Metrics Baseline Sheet. • Standard Operating Procedures (SOPs) for data capture. • Internal QA and validation audit log.
Phase 4: Disclosure & Assurance MONTHS 7–9	• Draft official GRI Content Index mapping disclosures to standards. • Write comprehensive management narratives and metric tables. • Integrate disclosures into standalone sustainability or annual report. • Executive committee and Board of Directors final sign-off. • Engage independent third party for **Limited or Reasonable Assurance**.	• Complete GRI Content Index (with omission notes). • Verified Sustainability Report (PDF / Web). • Independent Assurance Statement (ISAE 3000 / AA1000). • Post-publication stakeholder feedback log.

4. The 7 GRI Stakeholder Engagement Channels

• **Employees:** Pulse surveys, focus groups, union / works council consultations.
• **Customers:** Satisfaction research, ESG preference questionnaires, focus groups.
• **Suppliers:** Sustainability audits, tier-1 interviews, capacity-building sessions.
• **Communities:** Local advisory panels, town halls, FPIC protocols (indigenous lands).
• **Investors:** ESG roadshows, rating questionnaire feedback, stewardship dialogues.
• **Regulators:** Policy consultations, compliance filings, direct regulatory agency briefs.
• **Civil Society:** NGO partnerships, academic panels, multi-stakeholder coalitions.

5. Reporting Scope: Comprehensive vs. Core Options

• **Comprehensive Approach:**
Discloses all General Disclosures (GRI 2), complete Management Approach (GRI 3), and all Topic-Specific metrics for every identified material topic. Best for large, complex multinational enterprises seeking ESG leadership.
• **Core Approach:**
Focuses on core indicators and key material impacts with foundational management narratives. Ideal for first-time reporters and resource-constrained teams as an escalation ramp toward Comprehensive reporting over 2–3 cycles.