Guidance on Sustainability Reporting

2022
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First: About this guidance

A- The purpose:
This guide has been prepared to guide ASE-listed companies to report on sustainability information, and it recommends thirty sustainability indicators for disclosing Environmental, Social and Governance (ESG) performance, adapted from World Federation Exchanges (WFE) guidance and in line with the Global Reporting Initiative (GRI) standards and how to embed an impact management approach.

B- Objectives:
This guidance aims to:
1- Raise awareness among the listed companies about the importance of sustainability and its benefits to all stakeholders.
2- Provide clarity on the sustainability reporting requirements of all listed companies.
3- Assist listed companies in preparing their sustainability reports.
4- Assist listed companies in embedding an impact management approach (if applicable).

C- Users:
All listed companies at the Amman Stock Exchange (ASE).
Second: Sustainable Stock Exchanges Initiative

The Sustainable Stock Exchange (SSE) is an initiative launched by the United Nations that aims to encourage stock exchanges - in collaboration with investors, regulators, and companies - to promote sustainable development which is based on three main axes: Environmental, Social, and Governance (ESG) issues. The SSE is coordinated by the UN Conference on Trade and Development (UNCTAD), the UN Global Compact, the Principles for Responsible Investment (PRI), and the UN Environment Program Finance Initiative (UNEP FI).

As part of the ASE commitment to promote sustainable development and enhance the sustainable practices of listed companies, the ASE has joined the United Nations Sustainable Stock Exchanges (SSE) initiative in March 2016.

Third: Sustainability and its importance

Sustainability means meeting the needs of the present without compromising the ability of future generations to meet their own needs. Whereas Sustainability management is the practice of managing companies’ impact on the economic, social and environmental issues for the purpose of identifying risks and opportunities that increasingly impact the success of companies through driving performance gains and increasing competitiveness. Therefore, Sustainability became a strategic priority for companies to reduce cost, promote innovation, and build a competitive edge.

The term ESG (Environmental, Social and Governance) is predominantly used in capital markets to describe the sustainability or environmental, social and governance issues that investors look at to determine the companies’ ability to hedge sustainability related risks, and identify new opportunities to create long term value for stakeholders. Therefore, due to the importance of sustainability, stock exchanges are encouraging listed companies to report on sustainability information and highlight how ESG issues are integrated in the companies’ activities.

As the ASE has joined the SSE initiative and keeping on encouraging listed companies to report on sustainability using the GRI Principles and encouraging companies to adopt the SDG Impact Standards, this will contribute to:

1. Increasing investors’ awareness on sustainability performance indicators that may impact the financial performance of the company. Companies’ disclosure of sustainability risks enables investors to assess the impact of these risks on the company’s operations and environmental performance.
2. Increasing the interest of listed companies on sustainability issues and
encourage them to make decisions that contribute positively to sustainable development.

3- Encouraging the government and companies to direct their investment towards sustainability priorities such as issuing green bonds.

4- Keeping up with global requirements and recent trends related to impact management and disclosing financial and non-financial matters for the companies.

**Importance of sustainability to companies:**

Investment managers around the world are increasingly allocating more funds in listed and unlisted companies that implement sustainability principles and thus contribute to achieving sustainable development.

In this essence, companies that are keen to implement sustainability principles should first adopt effective procedures in order to contribute positively in serving local community. Second, companies should communicate with all stakeholders to determine their needs and material issues taking into consideration the nature of its business that relate with sustainability issues.

There are several positive outcomes resulting from companies’ adoption of sustainability principles, such as:

1- Reducing business risks and fostering growth opportunities for the company.

2- Realizing gains and maintaining the viability of the firm.

3- Enhancing operational efficiency and increasing the company’s profitability by reducing the costs and rationalizing the exploitation of resources.

4- Enhancing the company’s workforce satisfaction.

5- Maintaining the safety level of the company’s operational activities.

6- Fostering the reputation of the company and its brand to build competitive advantage.

7- Fostering the company’s ability of strategic planning to work in the long run.

**Fourth: Sustainability reports preparation**

**1. Sustainability Reports**

The main objective of sustainability reports is to measure the company’s performance in achieving its sustainability objectives. This also include disclosing this performance to all internal and external stakeholders in a way that covers all positive and negative contributions of the company in governance, social and environment, with the aim to reduce risks and maintain the viability of the firm in the future (risks and opportunities).

Within this framework, sustainability reports can be used for the following purposes:
• Assessing the sustainability performance of the company.
• Demonstrating how decision making within the company is focused on contributing positively to sustainable development.
• Comparing the company’s sustainability performances against other companies’ performance within a specific timeframe.

2. The Importance of Sustainability Reporting

• **Increase the transparency level of the company that related to sustainability**

The sustainability report helps to determine the degree of including the ESG principles in the company strategy, the management structure and increased knowledge about company performance and its achievements at all levels (Economic, Social and Environmental) as well as knowing the methods and actions undertaken by companies to enhance sustainability.

As well as facilitating the access to this information to all the relevant parties (stakeholders), it also allows these parties to evaluate the performance of the company and to develop an overview in addition to its long-term financial stability and thus help the company in making decision concerning the investment in the company objectively and clearly.

• **Increase the company’s ability to manage its risks**

When the company increase and enhance the axes, therefore it controls and takes them into consideration when determining its own risk management strategy to include the social and environmental factors in addition to the traditional axes such as: economic, strategic and operational factors, the company will be able to determine all the potential risks and the available opportunities better and more efficient, when the company adopts the sustainable risk management approach it will provide the management extra opportunity to enhance its competitive advantage compared to its competitors and establish its good reputation toward all relevant parties in which it will serve the strategic goals.

• **Deeper understanding of the needs of the relevant parties (stakeholders)**

In accordance with international standards and practices, the identification of the relevant parties and communicating with them is one of the most important steps taken for successful sustainability reporting and due to their different nature and concerns of them such as the shareholders, employees, clients and suppliers, the successful identification of the relevant parties and enhance communication frameworks as well as knowing the different needs and fulfill them if possible, thereby strengthening the positive view for these parties toward the company as it will be preferable for the competitors.
• **The company will gain a competitive advantage when compared to competitors that have never issued such reports**

The company’s good performance regarding sustainability refers to the possibility of achieving the long-term future revenues as well as exposing to fewer risks in comparing with competitors, which means an increase in the company’s customer loyalty and their confidence, hence, giving them a competitive advantage compared with other companies.

### 3. Forms of Sustainability Reports

Below are the two most common sustainability reporting formats:

- **Annual Report**

Some companies are increasingly interested in integrating ESG issues into the annual report, aiming to provide related parties about ESG issues at the same time with the annual report to provide them wider information about the company, in addition, the process of gathering and verifying information is being implemented as part of the current annual report preparation procedures.

- **Stand-alone Sustainability Report**

This report type provides a clear and unified source to view and clarify the company’s commitment to sustainable development and ESG risks, this form includes a view for all company’s sustainability information and data in one place, as there is no need to harmonize between its Stand-alone Sustainability Report and its annual report, where the preparer of this type of reports can present data, tables and charts concerning how business decisions are contributing to sustainable development in the manner it deems appropriate.

### 4. Steps for preparing sustainability report

Reporting on ESG risks and contributions towards sustainable development should start by integrating the sustainability concept in the company’s strategy and governance. The company should then create a sustainability team from its staff to develop a management approach that includes communicating with stakeholders, and obtain their sustainability goals and priorities. The company should determine the sustainability issues that are considered material for disclosure and Key Performance Indicators (KPIs) to measure these aspects, a detailed explanation of these steps is below:
Figure (1) steps for preparing sustainability report

A. Integrating sustainability in company’s activities
If the company wishes to implement sustainability, it should develop its general strategy and the detailed work plans, while taking into consideration the integration of ESG issues in its strategy, corporate culture and operations. This will support both the company’s long-term profitability, and the mechanisms for monitoring and measuring the impacts of embedding sustainability into the company’s activities. The company should consider the SDG Impact Standards for enterprises\(^1\) when implementing a strategy to contribute positively to sustainable development.

B. Creating sustainability team
The company should create a sustainability team which consists of employees from all departments. The mission of the team is to implement the sustainability strategy in their departments, and collect sustainability data from their departments in order to prepare for the annual sustainability report.

C. Engaging stakeholders
The company should engage with all its stakeholders before the preparation of its sustainability report. Stakeholders include regulators, customers, suppliers, business partners, and shareholders. Engaging stakeholders enables the company to understand their needs, respond to their expectations and identify their priorities. Engaging stakeholders will facilitate building a comprehensive and effective strategy that meets their needs. Engaging stakeholders could be done through sending questionnaires or conducting dialogues and sharing views and opinions sessions.

The World Business Council for Sustainable Development has classified stakeholders into two categories:

\(^1\) https://sdgimpact.undp.org/enterprise.html
1. Direct stakeholders: who are directly affected by the company’s strategy and activities such as shareholders and employees.

2. Indirect stakeholders: who are indirectly affected by the company’s strategy and activities; they are the individuals and organizations that deal with the company, such as customers, suppliers, NGOs, capital markets, financial analysts, government agencies and local community.

D. Identifying the material aspects

The company should identify the material aspects that cause economic, environmental and social impacts (positive or negative) and what is meant by the economic impacts the company’s impacts on the economic systems at local, national, and global levels. An example of the economic impacts would be company’s market presence, covering its contribution to economic development in the local areas or communities where it operates, this can include the company’s policy to remuneration or local hiring. As for the environmental Impacts, it means the company’s impacts on living and non-living natural systems, including land, air and water, such as the topic of effluents and waste, their treatment and disposal. As for the social impacts are the company’s impacts on the social systems within which it operates such as equal pay between men and women and human rights respect.

Due to the amount of the information that may be included in the report, it will not be appropriate to disclose all activities related to sustainable development. The company should determine the relative materiality of its economic, environmental and social impacts. According to the GRI, the identification of the material topics can be done through four steps that start with understanding the company’s context (its activities, company relations, stakeholders, sustainability context), then identify the actual and potential economic, environmental and social impacts of the company, then assess the significance of this impacts, as this assessment includes a quantitative and qualitative analysis of this impacts, at the stages of identifying the impacts and their significance the company can consult with the Stakeholders and with experts from inside and outside the company, then, in the last step, the company prioritize the impacts from most to least significant to determine the topics to be disclosed. Details of these steps can be found in the GRI Standards 3: Material Topics².

E. Identifying the KPIs

Once the company has identified the ESG issues to report on, it will need to develop performance indicators KPIs to measure and track progress. KPIs help the company to measure how successful it is in implementing sustainability.
Developing KPIs would also facilitate comparing the values of these indicators to each other over the years, as well as comparing their values against other competitors.

The KPIs are divided into environmental indicators, ex: energy consumption or water consumption, social indicators, ex: employees’ turnover rate or gender pay ratio, economic indicators, ex: the proportion of expenditure on local suppliers, and governance indicators, ex: confidential voting policy.

Companies must follow the GRI principles and standards in preparing their sustainability reports. Companies are advised to follow the SDG Impact Standards for embedding a management approach to sustainable development. Appendix A Contains the most important initiatives and principles that companies can use for preparing sustainability reports. And Appendix B includes guidance on the additional information that companies should include in a GRI report to also demonstrate adherence to the SDG Impact Standards on transparency.

F. Developing and publishing sustainability report

Once the company completes all the above-mentioned steps, it has to embed all the prepared information in a report dedicated for this purpose, the report shall contain at the end what is called “GRI content index” where this index provides a comprehensive overview of the contents of the report, the standards that were used in addition to their location in the report.

The company should seek feedback from all related parties on the report after its design and publication, in order to identify the possibilities for improving the report and enhancing the knowledge in the next reporting cycle.

5. Global Reporting Initiative (GRI)

The Global Reporting Initiative (GRI) is one of the most important global initiatives that companies can use to prepare sustainability reports. This initiative aims to help companies understand sustainability issues and integrate them into their strategies and activities, and it provides reporting guidance for companies’ preparation of sustainability reports regardless of the sector they operate in. ASE20 companies must prepare a sustainability report in compliance with GRI standards. The GRI Standards are structured as a system of interrelated standards that are organized into three series: GRI Universal Standards, GRI Sector Standards, and GRI Topic. These standards are as follows:

1) Universal Standards: which includes GRI 1, GRI 2, and GRI 3

• **GRI 1: Foundation**
  Outlines the purpose of GRI Standards and clarifies critical concepts, and explains how to use the standards. It also specifies the requirements and reporting principles that the organization must comply with to report in accordance with the GRI Standards.

• **GRI 2: General Disclosures**
  Contains disclosures regarding the company’s organizational details and its practices in preparing its sustainability reports such as its activities, governance, and policies, as follow:
  - The organization and its reporting practices which include (Organizational details, Entities included in the organization’s sustainability reporting, reporting period, etc.)
  - Activities and workers (Activities, value chain and other business relationships, Employees, etc.)
  - Governance (Governance structure and composition, Nomination and selection of the highest governance body, Conflicts of interest, etc.)
  - Strategy, policies, and practices (Statement on sustainable development strategy, Policy commitments, etc.)
  - Stakeholder engagement (Approach to stakeholder engagement)

• **GRI 3: Material Topic**
  Material topics are topics that represent the organization’s most significant impacts on the economy, environment, and people, including impacts on their human rights, these standards provide guidance on how to determine material topics, and describes how the Sector Standards are used in this process. It also contains disclosures for reporting its list of material topics, and how it manages each topic.
2) Sector Standards which includes GRI 11, GRI 12, and GRI 13
These standards provide information to companies about their potential material topics within the sector in which the company operates, and this in turn helps company ensure that it has not overlooked any topics that are likely to be material for the sector. The standards for the highest impact sectors has been initiated, namely: Oil and Gas/Coal/ Agriculture, Aquaculture and Fishing, noting that more sectors will be added in the future.

3) Topic Standards
The Topic Standards contain disclosures that the organization uses to report information about its impacts in relation to particular material topics. The organization uses the Topic Standards according to the list of material topics it has determined using GRI 3.

Figure (2) The GRI Standards
From January 2023, ASE20 companies must prepare a sustainability report for the year 2022 in compliance with GRI standards. It is not mandatory but ASE companies are advised to follow the SDG Impact Standards for enterprises. Appendix B clarifies a guide provided below about how companies reporting against the GRI standards should disclose some extra information to meet the SDG Impact Standards for enterprises section on Transparency.

**Fifth: Recommended Sustainability Metrics**

This guide recommends thirty sustainability indicators for disclosing ESG performance, adapted from World Federation Exchanges (WFE) guidance and in line with the GRI\(^3\) standards. Companies can build their sustainability reports and may include the recommended indicators presented in the table below.

<table>
<thead>
<tr>
<th>ESG</th>
<th>Indicators</th>
<th>Measurement</th>
<th>GRI Standards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environmental</td>
<td>GHG Emissions</td>
<td>E1.1) Total amount, in CO2 equivalents, for Scope 1 (if applicable)</td>
<td>GRI 305: Emissions 2016</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E1.2) Total amount, in CO2 equivalents, for Scope 2 (if applicable)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>E1.3) Total amount, in CO2 equivalents, for Scope 3 (if applicable)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Emissions Intensity</td>
<td>E2.1) Total GHG emissions per output scaling factor</td>
<td>GRI 305: Emissions 2016</td>
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<tr>
<td></td>
<td></td>
<td>E2.2) Total non-GHG emissions per output scaling factor</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Energy Usage</td>
<td>E3.1) Total amount of energy directly consumed</td>
<td>GRI 302: Energy 2016</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E3.2) Total amount of energy indirectly consumed</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Energy Intensity</td>
<td>Total direct energy usage per output scaling factor</td>
<td>GRI 302: Energy 2016</td>
</tr>
</tbody>
</table>

\(^3\) [https://fbrh.co.uk/WORLD-FEDERATION-EXCHANGES-TO-GRI-LINKS.pdf](https://fbrh.co.uk/WORLD-FEDERATION-EXCHANGES-TO-GRI-LINKS.pdf)
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</thead>
<tbody>
<tr>
<td>Water Usage</td>
<td>E6.1) Total amount of water consumed</td>
<td>GRI 303: Water and Effluents 2018</td>
<td></td>
</tr>
<tr>
<td>Environmental Operations</td>
<td>E7.1) Does your company follow a formal Environmental Policy? Yes, No GRI 103: Management Approach 2016*</td>
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</tr>
<tr>
<td>Environmental Oversight</td>
<td>Does your Board/Management Team oversee and/or manage climate-related risks? Yes/No</td>
<td>GRI 102: General Disclosures 2016</td>
<td></td>
</tr>
<tr>
<td>Environmental Oversight</td>
<td>Does your Board/Management Team oversee and/or manage other sustainability issues? Yes/No</td>
<td>GRI 102: General Disclosures 2016</td>
<td></td>
</tr>
<tr>
<td>Climate Risk Mitigation</td>
<td>Total amount invested, annually, in climate-related infrastructure, resilience, and product development?</td>
<td></td>
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<tr>
<td>ESG</td>
<td>Indicators</td>
<td>Measurement</td>
<td>GRI Standards</td>
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<tr>
<td>Social</td>
<td>CEO Pay Ratio</td>
<td>S1.1) Ratio: CEO total compensation to median FTE total compensation</td>
<td>GRI 102: General Disclosures 2016</td>
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<tr>
<td></td>
<td></td>
<td>S1.2) Does your company report this metric in regulatory filings? Yes/No</td>
<td></td>
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<tr>
<td></td>
<td>Gender Pay Ratio</td>
<td>Ratio: Median male compensation to median female compensation</td>
<td>GRI 405: Diversity and Equal Opportunity 2016</td>
</tr>
<tr>
<td></td>
<td>Employee Turnover</td>
<td>S3.1) Percentage: Year-over-year change for full-time employees</td>
<td>GRI 401: Employment 2016</td>
</tr>
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<td></td>
<td></td>
<td>S3.2) Percentage: Year-over-year change for part-time employees</td>
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<td></td>
<td>S3.3) Percentage: Year-over-year change for contractors and/or consultants</td>
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<tr>
<td></td>
<td>Gender Diversity</td>
<td>S4.1) Percentage: Total enterprise headcount held by men and women</td>
<td>GRI 102: General Disclosures 2016</td>
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<tr>
<td></td>
<td></td>
<td>S4.2) Percentage: Entry- and mid-level positions held by men and women</td>
<td>GRI 405: Diversity and Equal Opportunity 2016</td>
</tr>
<tr>
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<td></td>
<td>S4.3) Percentage: Senior- and executive-level positions held by men and women</td>
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<tr>
<td>ESG</td>
<td>Indicators</td>
<td>Measurement</td>
<td>GRI Standards</td>
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</tbody>
</table>
| Social           | Temporary Worker Ratio                                                    | S5.1) Percentage: Total enterprise headcount held by part-time employees  
S5.2) Percentage: Total enterprise headcount held by contractors and/or consultants | GRI 102: General Disclosures 2016                                                                 |
|                  | Non-Discrimination                                                        | Does your company follow a sexual harassment and/or non-discrimination policy? Yes/No                   | GRI 103: Management Approach 2016*                                              |
|                  | Injury Rate                                                               | Percentage: Frequency of injury events relative to total workforce time                                | GRI 403: Occupational Health and Safety 2018                                    |
|                  | Global Health & Safety                                                   | Does your company follow an occupational health and/or global health & safety policy? Yes/No          | GRI 103: Management Approach 2016*                                              |
|                  | Child & Forced Labor                                                      | S9.1) Does your company follow a child and/or forced labor policy? Yes/No  
S9.2) If yes, does your child and/or forced labor policy also cover suppliers and vendors? Yes/No | GRI 103: Management Approach 2016*                                              |
|                  | Human Rights                                                              | S10.1) Does your company follow a human rights policy? Yes/No  
S10.2) If yes, does your human rights policy also cover suppliers and vendors? Yes/No | GRI 103: Management Approach 2016*                                              |
<table>
<thead>
<tr>
<th>ESG</th>
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<th>GRI Standards</th>
</tr>
</thead>
</table>
| Governance            | Board Diversity                                                             | G1.1) Percentage: Total board seats occupied by men and women  
G1.2) Percentage: Committee chairs occupied by men and women                                                                                                                                         | GRI 405: Diversity and Equal Opportunity 2016       |
| Governance            | Board Independence                                                          | G2.1) Does company prohibit CEO from serving as board chair? Yes/No  
G2.2) Percentage: Total board seats occupied by independents                                                                                                                                         | GRI 102: General Disclosures 2016                  |
| Governance            | Incentivized Pay                                                             | Are executives formally incentivized to perform on sustainability? Yes/No                                                                                                                                      | GRI 102: General Disclosures 2016                  |
| Governance            | Collective Bargaining                                                       | Percentage: Total enterprise headcount covered by collective bargaining agreement(s)                                                                                                                         | GRI 102: General Disclosures 2016                  |
| Governance            | Supplier Code of Conduct                                                    | G5.1) Are your vendors or suppliers required to follow a Code of Conduct? Yes/No  
G5.2) If yes, what percentage of your suppliers have formally certified their compliance with the code?                                                                                   | GRI 102: General Disclosures 2016  
GRI 103: Management Approach 2016*                   |
## Guidance on Sustainability Reporting

<table>
<thead>
<tr>
<th>ESG</th>
<th>Indicators</th>
<th>Measurement</th>
<th>GRI Standards</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ethics &amp; Anti-Corruption</strong></td>
<td>G6.1) Does your company follow an Ethics and/or Anti-Corruption policy? Yes/No</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>G6.2) If yes, what percentage of your workforce has formally certified its compliance with the policy?</td>
<td>GRI 102: General Disclosures 2016</td>
<td></td>
</tr>
<tr>
<td><strong>Data Privacy</strong></td>
<td>G7.1) Does your company follow a Data Privacy policy? Yes/No</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>G7.2) Has your company taken steps to comply with GDPR rules? Yes/No</td>
<td>GRI 103: Management Approach 2016*</td>
<td></td>
</tr>
<tr>
<td><strong>Sustainability Reporting</strong></td>
<td>G8.1) Does your company publish a sustainability report? Yes/No</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>G8.2) Is sustainability data included in your regulatory filings? Yes/No</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Governance</strong></td>
<td>G9.1) Does your company provide sustainability data to sustainability reporting frameworks? Yes/No</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>G9.2) Does your company focus on specific UN Sustainable Development Goals (SDGs)? Yes/No</td>
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<tr>
<td></td>
<td>G9.3) Does your company set targets and report progress on the UN SDGs? Yes/No</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>External Assurance</strong></td>
<td>Are your sustainability disclosures assured or validated by a third party? Yes/No</td>
<td>GRI 102: General Disclosures 2016</td>
<td></td>
</tr>
</tbody>
</table>

* GRI 103: Management Approach 2016 is to be used in combination with the topic-specific Standards.
A number of listed companies on the ASE have already started to produce GRI reports and so this guidance helps companies to build on their GRI reporting requirements by providing information relating to GRI standards and additional information relating to the SDG Impact Standards on Transparency.
Among the most important initiatives and principles that companies can use in preparing reports are:

- **Global Reporting Initiative (GRI):** It is a non-governmental organization that supports economic, environmental and social sustainability. Which provide to all the companies and institutions a comprehensive framework to prepare sustainability reports adopted widely around the world. This Organization has issued and developed guidelines. Whereby integrated standards issued to prepare sustainability reports (GRI- Sustainability Reporting Standards). The objective of these standards is to help reports’ preparers or presenters in preparing essential objective sustainable reports that contain information on the material issues related to sustainability.  
  [https://www.globalreporting.org/](https://www.globalreporting.org/)

- **SDG Impact Standards for Enterprises (UNDP):** The SDG Impact Standards are practice standards, revolving around internal decision-making, designed to transform how enterprises and investors think about value creation, and integrate impact management and contributing positively to the SDGs in their strategy, management approach, disclosure, and governance practices. Grounded in existing principles, standards and market best practices, the Standards provide context for applying other tools and frameworks, including metrics, taxonomies, and reporting frameworks.  
  [https://sdgimpact.undp.org/enterprise.html](https://sdgimpact.undp.org/enterprise.html)

- **UN Global Compact:** It is an initiative adopted by the United Nations to encourage companies throughout the world to adopt responsible and sustainable institutional policies and practices and to submit reports on the implementation of these policies and practices, as companies basing on this initiative are aligning their operations and strategies according to the ten principles which are globally accepted in the field of human rights, labor, environment and anti-corruption.  
  [https://www.unglobalcompact.org/](https://www.unglobalcompact.org/)

- **Women’s Empowerment Principles (UN Women):** The Women’s Empowerment Principles (WEPs) are a set of Principles offering guidance to business on how to promote gender equality and women’s empowerment in the workplace, marketplace and community. Established by UN Global Compact and UN Women, the WEPs are informed by international labor and human rights standards and
grounded in the recognition that businesses have a stake in, and a responsibility for, gender equality and women’s empowerment.

WEPs are a primary vehicle for corporate delivery on gender equality dimensions of the 2030 agenda and the United Nations Sustainable Development Goals. By joining the WEPs community, the CEO signals a commitment to this agenda at the highest levels of the company and to work collaboratively in multistakeholder networks to foster business practices that empower women. These include equal pay for work of equal value, gender-responsive supply chain practices, and zero tolerance against sexual harassment in the workplace.

https://www.weps.org/about

- **Social Value International Standards (SVI):** The SVI Standards for applying the Principles of Social Value create an accountability and decision-making framework for organizations who want to optimize impacts on wellbeing for all materially affected stakeholder groups.

https://www.socialvalueint.org/standards-and-guidance
Appendix B: Additional Sustainability Reporting Requirements for listed companies

This guide has been prepared to clarify the additional sustainability reporting requirements for companies listed on the ASE20 index:

Section One: Context and Background

Amman Stock Exchange (ASE) is making sustainability reporting mandatory for companies listed on the ASE20 index, they will need to issue a GRI report for the year 2022. ASE will be recommending that these companies start to embed the SDG Impact Standards⁴.

It might be possible to integrate GRI and the SDG Impact Standards, recognizing that GRI is a standard for reporting on sustainability issues and SDG Impact Standards are a set of standards for overall practice in managing contributions towards sustainable development.

Section Two: Guidance on how businesses can adhere to GRI and SDG Impact Standards.

The first point to make in this guide is that the two sets of standards are compatible and it is not a question of one or the other. The SDG Impact Standards have been designed to bring together reporting standards with other elements of best practice Impact Management. The SDG Impact Standards include standards for Strategy, Management, Governance, and Transparency.

This guide indicates that ASE requires disclosure of a sustainability report using the GRI principles. However, it is recommended that companies can embed the SDG Impact Standards (ideally before or) alongside developing their reporting activities.

The SDG Impact Standards on ‘Transparency’ address the company to disclose about how it integrates contributing positively to sustainable development and the SDGs into its purpose, strategy, management approach, governance, and decision-making, and reports on its performance⁵.

For a Sustainable Future