

ACCA and sustainability

ACCA has promoted transparency in reporting the impact of business activities on sustainable development for over a decade. ACCA is involved in reporting awards in many countries in Europe, Africa, North America and the Asia Pacific region.

In addition, we participate in a number of influential organisations, including the Global Reporting Initiative (GRI). In recognition of ACCA UK's social and environmental issues programme, ACCA has been awarded a Queen's Award for Sustainable Development.

A free web-based newsletter, *Accounting & Sustainability*, issued quarterly, provides a comprehensive guide on developments in accounting and sustainable development. To receive e-mail notification of future issues, please write to info@accaglobal.com with 'ENVNL' in the subject line or register online at www.accaglobal.com/sustainability

2008 timetable

30 March 09

Deadline for submissions

5 May 09

Award winners decided by the judging panel

July 09

Australia & New Zealand Awards for Sustainability Reporting 2008 Ceremony

ACCA Australia & New Zealand

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APPLICANTS' INFORMATION

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ACCA Australia & New Zealand Awards for Sustainability Reporting 2008



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Rewarding transparency

We are delighted to welcome you to the sixth year of the ACCA Australia & New Zealand Awards for Sustainability Reporting.

The aims of these Awards are:

- to give recognition to those organisations which report and disclose environmental, social or full sustainability information
- to encourage the uptake of environmental, social and sustainability reporting
- to raise awareness of corporate transparency issues.

The 2007 awards attracted considerable interest from the business and media communities. The winner of the best sustainability report was BHP Billiton. Another ten awards were announced including Boral who got a commendation for excellent report structure, Transurban won best local report from a global organization and VicSuper won the award for best SME report.

This information flyer, together with the accompanying application form, will provide you with the essential details needed to enter the Awards scheme. For further details of the ACCA Australia & New Zealand Awards, please contact Carlos Dott on tel: +61 (2) 8022 9305 or e-mail: carlos.dott@au.accaglobal.com. This year the closing date for applications is Monday 30 March 2009.

Awarding

THE AWARDS

ACCA Awards around the world reward companies for excellence in environmental, social and sustainability reporting. The aim of our Awards is to identify and reward innovative attempts to communicate corporate performance, although we do not comment on the performance itself. Our aim is to reward transparency. At the core of the judging criteria are completeness, credibility and communication. Our Award winners demonstrate that, by emphasising these key elements, companies can target significant improvements in the quality of information disclosed during the reporting process. Ultimately, the ACCA Awards help underline the business case for sustainable practices and development.

Selecting

THE SELECTION PROCESS

The judging panel is comprised of experts within the field of environmental and sustainability reporting. All submitted reports are evaluated by the judging panel using the agreed ACCA judging criteria. Full details of the judging panel and the criteria used can be found on our website www.accaglobal.com/sustainability.

Reporting

REPORT OF THE JUDGES

Following the Awards Ceremony, a report is produced which provides an overview of the findings of the judges. It also summarises the strengths of all those reports which won awards and highlights additional examples of good reporting practice.

The report of the Judges for the ACCA Australia & New Zealand Awards for Sustainability Reporting 2007 and previous reports of the judges from other ACCA Awards world-wide are available from www.accaglobal.com/sustainability.

Questions and answers

1 What kind of organisation can participate?

Any. You can be from any sector, have any type of business and have any number of employees.

2 Does our report have to be from Australia or New Zealand to enter?

Yes. However, a company not based in **Australia or New Zealand** can submit a report if it is solely focused on a site or subsidiary based in **Australia or New Zealand**.

3 We produce a report which includes social and/or sustainability information as well as environmental information. Can we enter?

Yes. ACCA encourages social and sustainability reporters to enter.

4 We only release our report on our company's website. Can we still enter?

Yes. An increasing number of companies are posting reports on their company web pages and a growing number of entries are only submitted in this format.

5 What format does the report have to come in?

There are no restrictions. For example, hard copy reports, CD-ROMs, videos and websites can all be submitted. The judges will consider originality of presentation among the other criteria when judging each report.

6 Our environmental/social/sustainability performance is only included in our annual report. Can we still enter?

Yes.

7 Our report won't be finished until February so we might miss the deadline. Can we still enter?

Late submissions may be accepted at the discretion of the judging panel(s). If you are concerned that your report(s) may not be printed before the deadline but would still like to enter the scheme, please contact Carlos Dott as soon as possible. Each late entry will be considered on an individual basis and the acceptance of late submissions cannot be guaranteed.

8 How do we apply?

Please complete the accompanying application form which indicates the number of copies of your report to be submitted and where to send them. If you are submitting a report which is included on your website, please provide the full website address only.