

## NATIONAL CONTACT POINT REPORTING QUESTIONNAIRE (2018)

This questionnaire is designed to help National Contact Points fulfil their reporting obligations as described in the Procedural Guidance of the OECD Guidelines for Multinational Enterprises. The answers to the questions should reflect the nature and results of the activities of the NCP<sup>1</sup>.

### STRUCTURE

This questionnaire comprises 61 questions and 2 annexes under the following headings:

- A. Contact information
- B. Institutional arrangements
- C. Information and promotion
- D. Specific instances
- E. Peer learning
- F. Policy coherence
- G. Impact and future work

Annex 1: NCP PROMOTIONAL ACTIVITIES

Annex 2: SPECIFIC INSTANCES

### TYPES OF QUESTIONS

#### 1. Yes/No questions

Most questions are Yes/No questions. For each of these questions, please select “Yes” or “No” from the dropdown menu. If a question is not relevant to your NCP, please select N/A (not applicable).

**Example:**

(b) Promotional activities	
23. Did the NCP organise or co-organise events to promote the Guidelines and/or the NCP during the year? <i>If yes, please provide details in table 1 in Annex 1.</i>	Yes/No

#### 2. Open-ended questions

- a) Under certain Yes/No questions, there are open-ended questions to request more detail. For each open-ended question, an answer box is provided. Please keep responses precise and short.

**Example:**

(a) Location of the NCP	
1. Is the NCP located in a Ministry?	Yes/No
If yes, in which Ministry is the NCP located?	<a href="#">Click here to enter text</a>
If yes, in which department of the Ministry?	<a href="#">Click here to enter text</a>

<sup>1</sup> Page 74 of the Procedural Guidance of the OECD Guidelines for Multinational Enterprises: “Reports should contain information on the nature and results of the activities of the NCP, including implementation activities in specific instances”.

- b) “Additional comments” boxes are situated at the end of each section. Please feel free to enter any additional information you would like to share in these boxes.

**Example:**

*Additional comments on **Location of the NCP:***  
Click here to enter text

## TERMS USED IN THE QUESTIONNAIRE

A number of terms are used throughout the questionnaire. Definitions are provided below. Please note that these definitions are exclusively intended to assist in clarifying the terms used in this questionnaire.

- **Advisory body:** Some NCPs have an advisory body which can be consulted by the NCP on a range of activities and issues on which it provides advice. Advisory bodies can include representatives from trade unions, NGOs, business and/or academia, along with representatives of other government ministries or agencies. They do not normally form part of the NCP and do not have decision-making power on accepting or concluding specific instances.
- **Dedicated budget:** A budget that is allocated to the NCP on a regular basis (e.g. every year) to carry out its functions and activities.
- **Independent NCP:** An independent NCP is one whose members do not belong to a government administration, although generally an independent NCP will be supported by a secretariat based in a government administration.
- **Oversight body:** Some NCPs have an oversight body, which has a monitoring role, for example on whether the NCP has followed its own rules of procedures. They can include representatives from trade unions, NGOs, business and/or academia, along with representatives of other government ministries or agencies. They do not normally form part of the NCP and do not have decision-making power on accepting or concluding specific instances.
- **Stakeholder meeting:** A stakeholder meeting is a meeting organised by the NCP to meet with stakeholders, including trade unions, NGOs and the business community that are not part of the structure of the NCP (i.e. they are not members of the NCP, nor present on advisory or oversight bodies).

## REPORTING PERIOD

The reporting period for this questionnaire is from 1 January to 31 December 2018.

## SUBMISSION

The questionnaire should be completed by using this word document and sent by email to: [RBC@oecd.org](mailto:RBC@oecd.org) copying [nicolas.hachez@oecd.org](mailto:nicolas.hachez@oecd.org) and [kathryn.dovey@oecd.org](mailto:kathryn.dovey@oecd.org) by **21 January 2019**.

## NATIONAL CONTACT POINT REPORTING QUESTIONNAIRE (2018)

A. CONTACT INFORMATION	
<i>Please provide the contact information of the person filling in the questionnaire.</i>	
Name:	Ben Saad
Job title:	Présidente du secrétariat
Email:	bensaad@amdie.gov.ma
Telephone number:	00212 5 37 22 64 65

B. INSTITUTIONAL ARRANGEMENTS	
<b>(a) Location of the NCP</b>	
1. Is the NCP located in a Ministry?	No
If yes, in which Ministry is the NCP located?	<a href="#">Click here to enter text.</a>
If yes, in which department of the Ministry?	<a href="#">Click here to enter text.</a>
2. Is the NCP located in an investment promotion agency?	Yes
3. Is the NCP an independent NCP?	Yes
4. Has the NCP been established through a legal, regulatory or administrative instrument (e.g. a decree)?	Yes
If yes, please provide the name and date of this instrument	Circulaire du Chef du Gouvernement n°9/2014 du 05 septembre 2014, portant création du Point de Contact National
<i>Additional comments on <b>Location of the NCP</b>:</i> <a href="#">Click here to enter text.</a>	
<b>(b) Composition of the NCP</b>	
5. Who are the members of the NCP? <i>Please describe the functions of the members of the NCP (e.g. President, Secretariat, Independent expert, etc.). No names are required.</i>	<p>Le PCN marocain est organisé en une structure interministérielle comprenant des représentants de ministères, des représentants de certaines instances constitutionnelles et de l'Agence Marocaine de Développement des Investissements et des Exportations qui assure la présidence et le secrétariat de ce point de contact.</p> <p>Les départements ministériels et institutions publiques représentés au sein du PCN marocain sont : Le ministère chargé des affaires étrangères et de la coopération internationale, le ministère chargé de l'économie et des finances, le ministère chargé de la recherche scientifique, le ministère chargé de l'environnement, le ministère chargé de l'industrie, de l'investissement, du commerce et de l'économie numérique, le ministère chargé du travail et de l'insertion professionnelle, le ministère chargé des affaires générales, le conseil national des droits de l'Homme, le conseil de la concurrence et l'instance nationale de la probité, de la prévention et de la lutte contre la corruption.</p>

À travers cette composition, le PCN souhaitait avoir des membres experts dans chacun des chapitres des principes directeurs. Le PCN marocain ne dispose pas de procédures écrites précisant le rôle du secrétariat, des membres et du président mais dispose d'un règlement interne qui précise les missions du PCN, son organisation et son fonctionnement.

Cependant, il convient de souligner que dans la pratique, les membres informent le secrétariat des événements que leurs départements organisent en relation avec le principe directeur relevant de leur compétence, pour voir comment le PCN peut, soit intervenir dans ledit événement, soit le co-organiser ou simplement y prendre part.

Les membres ont pour rôle également d'apporter les éléments de réponse techniques aux demandes d'information que le PCN reçoit, et d'instruire les circonstances spécifiques avec le secrétariat, lorsque ladite circonstance concerne un principe directeur qui entre dans leurs champs de compétences.

Le PCN marocain dispose d'un secrétariat qui joue un rôle fondamental dans la bonne marche de cette structure.

Le secrétariat du PCN, assuré par l'Agence Marocaine de Développement des Investissements et des Exportations, est chargé de:

- La préparation et le suivi des réunions du PCN (y compris l'établissement du compte rendu des réunions).
- La coordination des travaux du PCN.
- L'exécution des décisions du PCN.
- Le suivi des correspondances.
- L'établissement de l'ordre du jour des réunions et sa transmission à l'ensemble des membres pour avis.
- La préparation du projet du plan d'action annuel en concertation avec les membres.
- La préparation du bilan d'activités annuel et sa transmission aux membres pour avis et complément d'information.
- L'organisation et l'enadrement du travail du PCN en étroite collaboration avec le président et en concertation avec les membres.
- L'organisation des réunions, des conférences, et participation à tout type d'événement et la rédaction des comptes-rendus.
- L'interface avec l'OCDE et avec les différentes parties prenantes.

La présidence du PCN marocain est assurée par le Directeur Général de l'Agence Marocaine de Développement des Investissements et des Exportations.

Le président approuve le programme d'action annuel et veille à la réalisation des activités du PCN.

6. Does the NCP have dedicated full-time staff? <i>“Dedicated full-time staff” means staff working full-time on NCP activities. If yes, please indicate the number.</i>	No	Click here to enter text.
7. Does the NCP have dedicated part-time staff? <i>“Dedicated part-time staff” means staff dedicating part of their time to NCP activities. If yes, please indicate the number.</i>	Yes	2
8. Have any full-time or part-time staff members joined the NCP during the year? <i>If yes, please indicate how many.</i>	No	Click here to enter text.
9. Have any full-time or part-time staff members left the NCP during the year? <i>If yes, please indicate how many.</i>	No	Click here to enter text.
10. Are other Ministries part of the institutional arrangements of the NCP? <i>(e.g. represented on advisory or oversight bodies, participate in specific instances, etc.)</i>	No	
If yes, please list the Ministries (e.g. Social Affairs, Labour, Trade, Environment, Foreign Affairs, Justice, Finance, etc.)	Click here to enter text.	
11. Are social partners and other stakeholders (trade unions, business community, civil society and other non-governmental organisations) part of the institutional arrangements of the NCP? <i>(e.g. represented on advisory or oversight bodies, represented as members of the NCP, making NCP decisions on specific instances)</i>		
NGOs	No	
Representatives of the business community	No	
Trade unions	No	
12. Does the NCP have an advisory body?	No	
If yes, please describe its functions	Click here to enter text.	
If yes, please list the names of organisations that are represented on the advisory body and the type of organisation, or provide a link to the list on the NCP website. <i>(e.g. government, NGO, trade union, business, business organisation, academic, consumer organisation, etc.)</i>	Click here to enter text.	
If yes, please indicate how often the NCP meets with the advisory body	Choose an item.	
13. Does the NCP have an oversight body?	No	
If yes, please describe its functions	Click here to enter text.	
If yes, please list the names of organisations that are represented on the oversight body and the type of organisation, or please provide a link to the list on the NCP website. <i>(e.g. government, NGO, trade union, business, business organisation, academic, consumer organisation, etc.)</i>	Click here to enter text.	
If yes, please indicate how often the oversight body meets	Choose an item.	
14. Does the NCP have a body for both advice and oversight?	No	
If yes, please describe its functions	Click here to enter text.	

If yes, please list the names of organisations that are represented on the oversight body and the type of organisation, or provide a link to the list on the NCP website. <i>(e.g. government, NGO, trade union, business, business organisation, academic, consumer organisation, etc.)</i>	Click here to enter text.
If yes, please indicate how often this body meets	Choose an item.
<i>Additional comments on <b>Composition of the NCP</b>:</i> Click here to enter text.	
<b>(c) Financial resources</b>	
15. Did the NCP have a dedicated budget this year?	Yes
16. Did the NCP have a dedicated budget to conduct its promotional activities during the year?	Yes
If no, were financial resources for promotional activities allocated on an ad hoc basis when requested by the NCP?	Choose an item.
17. Did the NCP have a dedicated budget to conduct its activities related to specific instances during the year?	Yes
If no, were financial resources for specific instances allocated on an ad hoc basis when requested by the NCP?	Choose an item.
18. During the year, was the NCP able to access funds for the following activities:	
Organising promotional events	Yes
Attending NCP meetings at the OECD	Yes
Attending events organised by other NCPs	Yes
Attending events organised by other stakeholders	Yes
Professional mediator fees or in-house mediator fees	Yes
Fact-finding research into specific instances	Yes
<i>Additional comments on <b>Financial resources</b>:</i> Click here to enter text.	
<b>(d) Reporting</b>	
19. Does the NCP report to the government on its activities?	No
If yes, how often?	Choose an item.
20. Does the NCP report to parliament on its activities?	No
If yes, how often?	Choose an item.

**Additional comments on Reporting:**

Click here to enter text.

<b>C. INFORMATION AND PROMOTION</b>	
<b>(a) NCP website<sup>2</sup></b>	
21. Was a new NCP website created this year? If yes, please provide the link.	No <input type="checkbox"/> <a href="#">Click here to enter text.</a>
22. Are the following items available on the NCP website:	
<b>Information about the Guidelines and the role of the NCP</b>	
The text of the Guidelines	Yes <input type="checkbox"/>
A description of the Guidelines	Yes <input type="checkbox"/>
Information on the NCP and its mandate	Yes <input type="checkbox"/>
The 2015 NCP Annual Report submitted to the OECD	Yes <input type="checkbox"/>
The NCP's own 2015 Annual Report	No <input type="checkbox"/>
<b>Information about specific instances</b>	
Instructions on how to submit a specific instance	Yes <input type="checkbox"/>
The NCP's rules of procedures	Yes <input type="checkbox"/>
All final statements since 2011	Yes <input type="checkbox"/>
<b>Information on promotional activities</b>	
Information on upcoming events promoting the Guidelines	Yes <input type="checkbox"/>
Information on past events promoting the Guidelines	Yes <input type="checkbox"/>
<b>Contact information</b>	
Information on how to make an enquiry to the NCP	Yes <input type="checkbox"/>
A phone number to reach the NCP directly	Yes <input type="checkbox"/>
An email address to reach the NCP directly	Yes <input type="checkbox"/>
<b>Additional comments on NCP website:</b> Click here to enter text.	
<b>(b) Promotional activities<sup>3</sup></b>	
23. Did the NCP organise or co-organise events to promote the Guidelines and/or the NCP during the year? If yes, please provide details in table 1 in Annex 1.	Yes <input type="checkbox"/>
24. Did the NCP make a presentation to promote the Guidelines and/or the NCP in events organised by others? If yes, please provide details in table 2 in Annex 1.	Yes <input type="checkbox"/>

<sup>2</sup> This includes dedicated NCP webpages as part of the Ministry's website.

<sup>3</sup> Attendance of NCP meetings held at the OECD and other OECD events such as the Global Forum on Responsible Business Conduct are not considered to be promotional activities.

25. Did the NCP make use of social media to communicate on NCP promotional activities during the year?	No
26. Did the NCP hold a stakeholder meeting during the year?	Yes
27. Did the NCP promote the Guidelines among the business community during the year?	Yes
28. Did the NCP carry out any training on the Guidelines aimed at businesses during the year?	No
29. Did the NCP promote the Guidelines among NGOs during the year?	No
30. Did the NCP promote the Guidelines among trade unions during the year?	Yes
31. Did the NCP promote the Guidelines among government agencies during the year?	Yes
32. Did the NCP promote the Guidelines among embassies abroad during the year?	Yes
33. Did the NCP promote the Guidelines to investment promotion agencies during the year?	No
34. Did the NCP refer to the following sector guidance reports in promotional activities during the year:	
OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas	No
OECD Due Diligence Guidance for Meaningful Stakeholder Engagement in the Extractive Sector	No
OECD-FAO Guidance for Responsible Agricultural Supply Chains	No
<p><i>Additional comments on the section <b>Promotional activities</b>:</i>  Click here to enter text.</p>	

D. SPECIFIC INSTANCES	
(a) NCP rules of procedure for handling specific instances	
35. Does the NCP have rules of procedure describing the handling of specific instances?	Yes
36. Are the rules of procedure available online? <i>If yes, please provide link. If no, please attach a copy of the rules of procedure to this questionnaire</i>	Yes Click <a href="http://www.invest.gov.ma/?lang=fr&amp;Id=34527">http://www.invest.gov.ma/?lang=fr&amp;Id=34527</a> here to enter text.
37. Were the NCP's rules of procedure modified this year?	No



<p><i>Additional comments on the section</i> <b>Rules of procedure:</b> Click here to enter text.</p>	
<p><b>(b) Specific instance practicalities</b></p>	
<p>38. Does the NCP confirm receipt of a specific instance submission?</p>	<p>Yes</p>
<p>39. Who has the final sign-off on accepting a specific instance? <i>Please provide the function of the relevant staff within the NCP. No names are required.</i></p>	<p>Concernant les circonstances spécifiques, l'acceptation d'une circonstance obéit à la procédure de traitement des circonstances spécifiques publiée sur le page web du PCN marocain. Dans tous les cas de figure, le PCN procède à l'évaluation initiale de la circonstance suite à laquelle il décide si elle est recevable ou non. Le PCN délibère valablement lorsque la moitié au moins des membres sont présents et prend ses décisions à la majorité des voix des membres présents. En cas de partage égal des voix, celle de la présidence est prépondérante</p>
<p>40. Who has the final sign-off on final statements? <i>Please provide the function of the relevant staff within the NCP. No names are required.</i></p>	<p>Le règlement interne du PCN ne prévoit pas que le rapport final devra être signé par une personne spécifique mais prévoit plutôt que la préparation du communiqué final ou du rapport final relève du ressort du PCN dans la mesure où la composition du PCN est multipartite, par conséquent, le rapport final/le communiqué est un rapport/communiqué « du PCN marocain ».</p>
<p>41. Does the NCP request feedback from the parties on the procedure following the conclusion of a specific instance?</p>	<p>Yes</p>
<p>42. Has the NCP staff undergone training in dispute resolution or problem-solving (e.g. mediation)?</p>	<p>Yes</p>
<p>43. Did the NCP engage professional mediators during the year?</p>	<p>No</p>
<p>44. Did the NCP staff or members conduct mediation this year?</p>	<p>No</p>
<p><i>Additional comments on the section</i> <b>Specific instance practicalities:</b> Click here to enter text.</p>	
<p><b>(c) Reporting specific instances</b></p>	
<p>45. Did the NCP receive new specific instance submissions during the year? <i>If yes, please also provide details in Annex 2</i></p>	<p>Yes</p>
<p>46. Of the specific instances that were already in progress at the start of the year, are there any that are still ongoing at the end of the calendar year? <i>If yes, please also provide details in Annex 2</i></p>	<p>No</p>

*Additional comments on the section  
Reporting specific instances:*  
Click here to enter text.

<b>E. PEER LEARNING</b>	
47. Did the NCP take part in the following activities with other NCPs during the year:	
NCP-hosted peer learning activities	Choose an item.
Co-operation with other NCPs in handling specific instances	Choose an item.
Mentoring/capacity building of another NCP	Choose an item.
48. Is the NCP interested in hosting an NCP learning/experience-sharing event in 2019?	Yes
49. Which topic would the NCP consider to be a priority to cover in a peer learning event?	Procedures of handling specific instances Mediation
50. Is the NCP interested in participating in developing tools for use by NCPs?	Yes
<i>Additional comments on the section Peer-learning activities:</i> Click here to enter text.	

<b>F. POLICY COHERENCE<sup>4</sup></b>	
51. Have the Guidelines been referred to in relevant national legislation adopted during the year? <i>(e.g. on responsible business conduct; non-financial reporting, export credits regulation)</i>	No
If yes, please provide a link to the legislation. <i>If a link is not available, please attach a copy of the legislation to this questionnaire.</i>	Click here to enter text.
52. Did the NCP communicate public statements on specific instances to officials responsible for trade missions?	No
53. Did the NCP communicate public statements on specific instances to officials responsible for foreign trade and investment incentives?	No
54. Did your country adopt a National Action Plan (NAP) this year? <i>If yes, please indicate which type of NAP</i>	No
If yes, does the NAP make reference to the Guidelines?	Choose an item.
If yes, does the NAP make reference to the NCP?	Choose an item.

<sup>4</sup> Paragraph 37 of the Commentary on the Implementation Procedures of the OECD Guidelines for Multinational Enterprises: "Statements and reports on the results of the proceedings made publicly available by the NCPs could be relevant to the administration of government programmes and policies. In order to foster policy coherence, NCPs are encouraged to inform these government agencies of their statements and reports when they are known by the NCP to be relevant to a specific agency's policies and programmes [...]."

55. Was a NAP in development this year? <i>If yes, please indicate which NAP.</i>	Yes	NAP on Business and Human Rights
If yes, did the NCP participate in the development of the National Action Plan?	Yes	
56. Please indicate any other examples of policy coherence activities:	Click here to enter text.	
<i>Additional comments on <b>Policy Coherence</b>:</i> Click here to enter text.		
<b>Public procurement</b>		
57. Does your national legislation or policy on public procurement refer to the Guidelines and/or OECD due diligence instruments?	Choose an item.	
If yes, please provide a link to the legislation. <i>If a link is not available, please attach a copy of the legislation to this questionnaire.</i>	Click here to enter text.	
58. Does your national legislation or policy on public procurement make a link to the NCP process?	Choose an item.	
If yes, did the NCP communicate public statements on specific instances to public procurement officials during the year 2018?	Choose an item.	
59. Please provide any other relevant information on how your government is including responsible business conduct considerations into the public procurement process.	Click here to enter text.	

<b>G. IMPACT AND FUTURE WORK</b>		
60. Does the NCP have a promotional plan for the coming year (2019)?	Yes	
61. Has the NCP faced any particular challenge(s) it would like to highlight this year?	<p>Récemment, le PCN marocain a eu connaissance d'une saisine à l'encontre d'une entreprise marocaine d'origine irlandaise et opérant dans le sud du Maroc. Cette saisine a été déposée au niveau du PCN irlandais qui s'est prononcé sur sa compétence. Le PCN marocain a estimé que, dans la mesure où la saisine concerne une entreprise marocaine installée au Maroc, la compétence revient au PCN Marocain.</p> <p>Le challenge rencontré à cette occasion concerne la compétence des PCN et la coordination entre les différents des PCN lors du traitement des saisines.</p>	
<i>Additional comments on the section <b>Impact and future work</b>:</i> Click here to enter text.		



## Annex 1: NCP PROMOTIONAL ACTIVITIES

**Please provide information on the events organised or co-organised by the NCP (Table 1), and events in which the NCP has participated to promote the Guidelines (Table 2).**  
 Please select the event type, size and type of audience as well as the theme from the dropdown menus for each event.  
 Please add additional lines if needed.

**Table 1**

NCP-organised and co-organised events to promote the Guidelines and/or the NCP							
Title	Date (dd/mm/yyyy)	Location	Type of event	Size of audience	Organised or co-organised?	Targeted audience <i>e.g. Business representatives, NGOs, Trade unions, Academia, General public, Government representatives, etc.</i>	Theme <i>e.g. the OECD Guidelines, the NCP activities on sector due diligence guidance documents, etc.</i>
Réunion avec les responsables de la CDT	Février 2018	Rabat Morocco	Meeting	<10	Organised	Syndicat	Première prise de contact avec les responsables de ce syndicat Présentation du PCN et des principes directeurs
Réunion avec responsables d'une agence spécialisée en conseil en stratégies sociétale, normative et réputationnel le sur les enjeux ESG	07 mars 2018	Paris France	Meeting	<10	Co-organised	-	Présentation des missions du PCN Présentations des principes directeurs de l'OCDE Rappel du rôle du PCN en tant qu'instance de recours et du rôle de médiation que ce dernier peut avoir. Discussion sur les possibilités de partenariat et d'organisation d'évènements en relation avec les principes directeurs.
Atelier de formation sur : « La pratique de la médiation : outils et	10-11 mai 2018	Rabat Morocco	Conference	10-50	Organised	Syndicat Départements ministériels Conseil national des droits de l'homme Université Membres du PCN PCN Français, Italien et Turque	Présentation des techniques et outils de la médiation Échange d'expertise et d'expérience entre PCN. Débat sur des difficultés et problématiques rencontrées lors de la

techniques pour une meilleure efficacité de règlement des différends »						Secrétariat de l'OCDE	médiation.
Réunion avec le représentant du syndicat UGTM	05 octobre 2018	Siège PCN Rabat Maroc	<b>Meeting</b>	<10	<b>Organised</b>	Syndicat UGTM	Rappel des missions du PCN Présentations des principes directeurs de l'OCDE Rappel du rôle du PCN en tant qu'instance de recours et du rôle de médiation que ce dernier peut avoir. Discussion de l'importance de l'organisation d'événements de sensibilisation des membres de l'UGTM par rapport aux principes directeurs de l'OCDE en général et des principes qui peuvent intéresser ce syndicat en particulier, comme le respect des droits de l'homme, le respect des dispositions relatives aux relations professionnelles, etc.
Réunion avec les représentants du syndicat CDT	16 octobre 2018	Rabat Maroc	<b>Meeting</b>	<10	<b>Organised</b>	Syndicat CDT	Rappel des missions du PCN, de l'importance de la conduite responsable des entreprises dans le contexte actuel de l'environnement des affaires au Maroc. Rappel du rôle du PCN en tant qu'instance de recours et du rôle de médiation que ce dernier peut jouer. Discussion de l'importance de l'organisation d'événements de sensibilisation des membres de la CDT par rapport aux principes directeurs de l'OCDE en général et des missions du PCN en particulier
Présentation du PCN et des principes directeurs à l'intention des multinationals	08 novembre 2018	Kénitra Maroc	<b>Conference</b>	50-100	<b>Co-organised</b>	Étudiants de l'université Ibn Tofeïl à Kénitra	Présentation du PCN marocain, son organisation, son fonctionnement et ses missions. Présentation des principes directeurs de l'OCDE à l'intention des entreprises. Présentation des changements actuels du monde et des évolutions en ce qui

es							concernent notamment la conduite responsable des entreprises. Présentation de la nouvelle notion du devoir de diligence. Discussion des défis rencontrés par les entreprises multinationales lors de la mise en œuvre des principes directeurs de l'OCDE et du devoir de diligence. Discussion des enjeux et challenges auxquels peuvent faire face les PME, à l'occasion notamment de leur relation d'affaires avec les entités composant leur chaîne de valeur.
Réunion de coordination pour l'organisation d'un événement	26 décembre 2018	Rabat Maroc	<b>Meeting</b>	<10	<b>Organised</b>	Représentant syndicat CDT	Discussion sur les événements de sensibilisation qui seront organisés par le PCN au profit des membres du syndicat et spécialement l'événement du 19 janvier 2019
Réunion de présentation du PCN	17 décembre 2018	Rabat Maroc	<b>Meeting</b>	<10	<b>Organised</b>	Ministère des affaires étrangères et de la coopération internationale	Présentation du PCN, sa genèse, ses missions et son organisation
Réunion avec l'OIT							

<b>Total number=</b>	09
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**Table 2**

Presentations by the NCP to promote the Guidelines and/or the NCP in events organised by others								
Title	Date (dd/mm/yyyy)	Location	Type of event	Size of audience	Targeted audience <i>e.g. Business representatives, NGOs, Trade unions, Academia, General public, Government representatives, etc</i>	Organiser(s)	Type of intervention	Theme of the intervention
Conférence sur « Entreprises et droits humains au Maroc, pour une intégration réelle et effective »	17 février 2018	Casablanca Maroc	Conference	10-50	Enterprises et grand public	Délégation ministérielle des droits de l'homme	Présentation orale suivi de questions réponses	Présentation des principes directeurs de l'OCDE à l'intention des entreprises multinationales, en particulier le chapitre relatif au respect des droits de l'Homme ainsi que sur le devoir de vigilance raisonnable
Atelier de sensibilisation adaptation au changement climatique sur : « le Renforcement de la résilience climatique des chaînes de valeur »	12 avril 2018	Casablanca Maroc	Conference	10-50	Enterprises	Le Centre du Commerce International en partenariat avec l'Initiative Clause Sociale et le ministère fédéral allemand de la coopération économique et du développement	Présentation du PCN marocain et prise de contact avec l'ITC	Présentation du PCN marocain, de ses missions et de la particularité de ce mécanisme de recours non judiciaire Prise de contact avec l'ITC et discussion pour d'éventuelles pistes de collaboration
2 <sup>ème</sup> séminaire international sur la médiation sur le thème : « La médiation, défis actuels et opportunités pour l'entreprise »	18 avril 2018	Casablanca Maroc	Conference	10-50	Enterprises Secteur public	Le Centre de Médiation pour l'Entreprise en partenariat avec l'OMBUDSMAN du Groupe OCP	Présentation du PCN marocain et prise de contact avec le centre de médiation pour l'entreprise	Présentation des missions du PCN marocain, en tant que mécanisme de recours non judiciaire, dans la résolution des conflits liés aux principes directeurs, et ce, à travers la médiation Prise de contact avec le centre de médiation pour



								l'entreprise et discussion des pistes de collaboration avec le centre.
Séminaire régional sur : « Gestion et prévention des différends en matière d'investissement »	26-27 juin 2018	Caire- Egypte	<b>Conférence</b>	<b>50-100</b>	Secteur public (départements ministériels et agences de promotion des investissements) Universités Arbitres et avocats Secteur privé	L'OCDE en collaboration avec le Centre Régional du Caire pour l'Arbitrage Commercial International dans le cadre du programme OCDE-UE pour la promotion de l'investissement dans la région de la Méditerranée	Intervention lors de la session sur « des politiques efficaces de prévention des différends en matière d'investissement »	Intervention lors d'une session : Présentation du PCN marocain de ses missions, son organisation et son fonctionnement. Présentation du rôle actif du PCN en tant qu'enceinte de médiation et de conciliation pour la résolution des conflits Présentation de l'efficacité de ce mécanisme de recours non judiciaire
Atelier de travail régional sur « Les principes directeurs de l'OCDE à l'intention des entreprises multinationales » dans le cadre du programme régional des syndicats de la Fondation Friederich Ebert Stiftung	31 octobre 2018	Tunis Tunisie	<b>Conférence</b>	<b>10-50</b>	Syndicats du Maroc, de la Tunisie et de l'Algérie	La Fondation Friedrich Ebert Stiftung en collaboration avec TUAC	Intervention lors de la session « Rencontre avec les PCN »	Intervention lors de la session « Rencontre avec les PCN » :  Présentation de l'expérience du PCN marocain, notamment sa genèse, son organisation, son fonctionnement ainsi que le rôle actif du secrétariat et les autres membres  Présentation des procédures de traitement des circonstances spécifiques et aperçu sur les interactions avec les autres PCN  Présentation des activités du PCN durant les deux dernières années et de l'efficacité de ce mécanisme pour la résolution des conflits notamment à travers la médiation

Conférence sur le thème : « Renforcer l'intégrité des affaires au Maroc » dans le cadre du programme MENA-OCDE pour la compétitivité	06 décembre 2018	Rabat Maroc	<b>Conférence</b>	<b>50-100</b>	Ministères, Associations professionnelles autres	OCDE	Présentation dans le cadre de la modération d'une session	Présentation par le PCN des principes directeurs en général et du chapitre relatif à la lutte contre la corruption en particulier Présentation du PCN marocain et de ses missions
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<b>Total number=</b>	06
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## Annex 2: SPECIFIC INSTANCES

Please provide details of the following in the table below:

1. Specific instances **in progress** during the year:
  - Before the initial assessment: specific received and initial assessment in development
  - After the initial assessment: specific instances received and found to merit further examination after the initial assessment, and under consideration by the NCP. Good offices were offered to the parties.
2. Specific instances **concluded** during the year (specific instances that the NCP found to merit further examination after the initial assessment and that have subsequently been closed). Please include any follow-up planned or executed regarding concluded specific instances. When NCPs engage in follow-up they review how the parties have implemented the agreement and recommendations.
3. Specific instances **not accepted** during the year (specific instances that the NCP found not to merit further examination).

Please add additional lines if needed.

We encourage all NCPs to inform the Secretariat on received specific instances and to provide a final statement as soon as it becomes available, in order to keep the OECD database updated at all times. For all specific instances that have not yet been reported to the Secretariat, please complete and send this [form](#) to [barbara.bijelic@oecd.org](mailto:barbara.bijelic@oecd.org) and [kathryn.dovey@oecd.org](mailto:kathryn.dovey@oecd.org)<sup>5</sup>.

**For all specific instances that are currently IN PROGRESS:**

**Before the initial assessment**

Names of parties	Date received <i>(dd/mm/yyyy)</i>	Link to OECD database if available	Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.
Un syndicat contre une entreprise opérant au Maroc	25/12/2018	Click here to enter text.	No
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

<sup>5</sup> According to paragraph 42 of the Commentary on the Implementation Procedures of the OECD Guidelines for Multinational Enterprises, “[...] NCPs will report to the Investment Committee in order to include in the Annual Report on the OECD Guidelines information on all specific instances that have been initiated by parties, including those that are in the process of an initial assessment, those for which offers of good offices have been extended and discussions are in progress, and those in which the NCP has decided not to extend an offer of good offices after an initial assessment”.

Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	
<b>After the initial assessment</b>				
Names of parties	Date received (dd/mm/yyyy)	Is the initial assessment publicly available?	Link to OECD database if available	Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.
Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.

<b>Total number=</b>	01
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<b>For all specific instances that were CONCLUDED during the year:</b>						
Title	Date received (dd/mm/yyyy)	Date concluded (dd/mm/yyyy)	Link to OECD database if available	Outcomes achieved	Follow-up by the NCP	Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.

<b>Total number=</b>	Click here to enter text.
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<b>For all specific instances that were NOT ACCEPTED during the year:</b>				
Title	Date received (dd/mm/yyyy)	Link to OECD database if available	Reasons for not accepting the specific instance	Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.

Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.

<b>Total number=</b>	Click here to enter text.
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**END OF QUESTIONNAIRE**