

## NATIONAL CONTACT POINT REPORTING QUESTIONNAIRE (2019)

| A. CONTACT INFORMATION  |  |
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| <i>Please provide the contact information of the person filling in the questionnaire.</i> |  |
| Name:   | Karolis Kitovas  |
| Job title:  | Ministry of the Economy and Innovation of the Republic of Lithuania, Economic Development Department, Investment Policy Division Chief Specialist<br>Secretariat of Lithuanian NCP |
| Email:  | Karolis.Kitovas@eimin.lt   |
| Telephone number:   | +370 706 64854   |

  

| B. INSTITUTIONAL ARRANGEMENTS   |   |
|---|---|
| <b>(a) Structure, location and composition of the NCP</b>   |   |
| 1. What is the <u>structure</u> of the NCP?   | Expert-based  |
| 2. Who are the members of the NCP?<br><i>Please describe the functions of the members of the NCP and the ministry/organisation they represent. No names are required.</i> | (1) The Independent Experts – participate in resolution of issues that arise relating to the implementation of the Guidelines in accordance with the Rules of Procedure for Handling Specific Instances and engage in the activities to promote the Guidelines; (2) The Advisory Committee upon request provides advice and information to the Independent Experts in the course of handling of specific instance; (3) The Secretariat assists Independent Experts and provides technical services to the National Contact Point. |
| 3. If the NCP is not a <u>single-agency NCP</u> , does it have a <u>secretariat</u> ?   | Yes   |
| If yes, in which ministry or government body?   | Ministry of the Economy and Innovation of the Republic of Lithuania   |
| If yes, in which department of the ministry or government body?   | Economic Development Department   |
| 4. Has the NCP been established through a legislative, regulatory or administrative instrument (e.g. a statute, a decree, a ministerial resolution)?                      | Yes   |
| If yes, please provide the name and dated of this instrument, and a link if available   | The regulations of the Lithuanian National Contact Point were approved by the Order No 4-537 of the Minister of Economy of the Republic of Lithuania of 8 August 2014. Amended by the Order No 4-563 of the Minister of Economy of the Republic of Lithuania of 29 September 2017.  |
| <i>Additional comments on <b>Structure, location and composition of the NCP</b></i><br>Click to enter text.   |   |
| <b>(b) Advisory body</b>  |   |

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| 5. Does the NCP have one or several <u>advisory bodies</u> ?   | Yes   |                           |                           |
| If the NCP has several advisory bodies, please specify.  | The Advisory Committee is comprised of representatives of the ministries and institutions: the Ministry of Environment; the Ministry of Justice; the Ministry of Social Security and Labour; the Ministry of Finance; the Ministry of Foreign Affairs.  |                           |                           |
| If yes, please describe the advisory body(ies)' functions (e.g. advising on promotion, on specific instance handling in general, on individual cases, providing <u>oversight</u> , etc.)   | Upon request the Advisory Committee (Representatives of the ministries and institutions) provides advice and information to the Independent Experts in the course of handling of specific instance.   |                           |                           |
| If yes, please list the names of organisations that are represented on the advisory body(ies) and the type of organisation. (e.g. government, NGO, trade union, business, business organisation, academic, consumer organisation, etc.)  | The Ministry of Environment; the Ministry of Justice; the Ministry of Social Security and Labour; the Ministry of Finance; the Ministry of Foreign Affairs. Link: <a href="https://nkc.lrv.lt/en/ncp/structure-ncp/advisory-committee">https://nkc.lrv.lt/en/ncp/structure-ncp/advisory-committee</a> |                           |                           |
| If yes, please indicate how often the advisory body(ies) meets   | Twice a year  |                           |                           |
| 6. If an advisory body provides <u>oversight</u> , please describe the oversight procedure   | Click to enter text.  |                           |                           |
| <i>Additional comments on <b>Advisory body</b>:</i><br>The Secretariat (the Ministry of the Economy and Innovation) is an administrative body and handles all technical and economic (financial) matters. One full-time chief specialist of the Ministry of the Economy and Innovation of the Republic of Lithuania (Investment Policy Division) holds the position. Independent Experts act on basis of the Volunteer agreement signed between the Ministry of the Economy and Innovation and an Independent Experts. |   |                           |                           |
| <b>(c) Human and financial resources</b>   |   |                           |                           |
| 7. Does the NCP have dedicated full-time staff?<br><i>If yes, please indicate the number.</i>  | Yes   | 1 (the Secretariat)       |                           |
| 8. Does the NCP have dedicated part-time staff?<br><i>If yes, please indicate in the second box the number of part-time staff members and in the third box the percentage of time spent on NCP matters for each part-time staff member.</i>  | No  | Click here to enter text. | Click here to enter text. |
| 9. Have any full-time or part-time staff members joined the secretariat/support office during the year?<br><i>If yes, please indicate how many.</i>  | No  | Click here to enter text. |                           |
| 10. Have any full-time or part-time staff members left the NCP during the year?<br><i>If yes, please indicate how many.</i>  | No  | Click here to enter text. |                           |
| 11. Did the NCP have a <u>dedicated budget</u> this year?  | Yes   |                           |                           |
| If no, were financial resources for promotional activities allocated on an ad hoc basis when requested by the NCP?   | Choose an item.   |                           |                           |
| If no, were financial resources for specific instances allocated on an ad hoc basis when requested by the NCP?   | Choose an item.   |                           |                           |

|  |  |
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| 12. During the year, did the human and financial resources available to the NCP allow it to:   |  |
| Handle specific instances in an efficient and timely manner  | Yes  |
| Organise promotional events  | Yes  |
| Attend NCP meetings at the OECD  | Yes  |
| Attend events organised by other NCPs  | Yes  |
| Attend events organised by stakeholders  | Yes  |
| Cover professional mediator fees or in-house mediator fees   | N/A: The NCP did not need to hire a professional mediator this year  |
| Conduct fact-finding research into specific instances  | N/A: The NCP did not need to conduct fact finding research this year |
| If you answered no to any of the above, please specify   | <a href="#">Click here to enter text.</a>                            |
| <p><b>Additional comments on <i>Human and financial resources</i>:</b><br/> Lithuanian NCP has sufficient human resources, however financial resources were reduced by more than 50% (from EUR 20,200 EUR in 2018 to EUR 9,900 EUR for the 2019) for the year of 2019.<br/> The NCP budget covers: printing of NCP brochures, translation of sectoral guidances, travel and accommodation costs of Independent experts for NCP activities (2 NCP network meetings in Paris, 1-2 regional NCP meetings or workshops), other costs for promotion activities or events.<br/> Ministry of Economy and Innovation provides financial resources (under its own budget): salary of Secretariat, covers costs for facilities in an event takes place at the ministry office.</p> |  |
| <b>(d) Reporting</b>   |  |
| 13. Does the NCP <u>report</u> to the government on its activities?  | Yes  |
| If yes, how often?   | Three times a year   |
| 14. Does the NCP report to parliament on its activities?   | No   |
| If yes, how often?   | Choose an item.  |
| 15. Please indicate any other relevant transparency requirement applicable to the NCP in your country  |  |
| <p><b>Additional comments on <i>Reporting</i>:</b><br/> NCP publishes its annual report on its activities in its webpage.<br/> The NCP's activity report is encompassed into general institutional report prepared for the monthly governmental meetings.</p>  |  |

### C. INFORMATION AND PROMOTION

#### (a) NCP website<sup>1</sup>

|  |     |   |
|--|-----|---|
| 16. Does the NCP have a website?<br>If yes, please provide the link in the second box. | Yes | <a href="https://nkc.lrv.lt/en">https://nkc.lrv.lt/en</a> |
|--|-----|---|

<sup>1</sup> This includes dedicated NCP webpages as part of the Ministry's website.

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|---|-----|
| If yes, was the website created/renovated this year?  | No  |
| 17. 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 |
| A description of the Guidelines   | Yes |
| The OECD Due Diligence Guidance Documents   | Yes |
| Explanatory text about due diligence  | Yes |
| Information on the NCP and its mandate  | Yes |
| The NCP Annual Report submitted to the OECD   | Yes |
| The NCP's Report to government and/or parliament (if applicable)  | No  |
| The NCP's peer review report (if applicable)  | N/A |
| <b>Information about specific instances</b>   |     |
| Information on how to submit a specific instance  | Yes |
| An online form to submit a specific instance  | Yes |
| The NCP's rules of procedures   | Yes |
| All final statements since 2011   | No  |
| <b>Information on promotional activities</b>  |     |
| The NCP's promotional plan  | Yes |
| Information on upcoming events promoting the Guidelines   | Yes |
| Information on past events promoting the Guidelines   | Yes |
| <b>Contact information</b>  |     |
| Information on how to make an enquiry to the NCP  | Yes |
| A phone number to reach the NCP directly  | Yes |
| An email address to reach the NCP directly  | Yes |
| <i>Additional comments on NCP website:</i><br>In regards to the "all final statements since 2011", the Lithuanian NCP has not yet closed any specific instances. When that occurs, the final statement will be publicised on the website. |     |
| <b>(b) Promotional activities<sup>2</sup></b>   |     |
| 18. Does the NCP have a promotional plan for the coming year(s)?  | Yes |
| 19. Did the NCP organise or co-organise events to promote the Guidelines and/or the NCP during the year?<br><i>If yes, please provide details in table 1 in Annex 1.</i>  | Yes |

<sup>2</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.

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| 20. Did the NCP make a presentation to promote the Guidelines and/or the NCP in events organised by others?<br><i>If yes, please provide details in table 2 in Annex 1.</i>  | Yes |
| 21. Did the NCP make use of social media to communicate on NCP promotional activities during the year?   | Yes |
| 22. Did the NCP hold a <u>stakeholder meeting</u> during the year?   | Yes |
| 23. Did the NCP promote the Guidelines among the business community during the year?   | Yes |
| 24. Did the NCP carry out any training on the Guidelines aimed at businesses during the year?  | No  |
| 25. Did the NCP promote the Guidelines among NGOs during the year?   | Yes |
| 26. Did the NCP promote the Guidelines among trade unions during the year?   | Yes |
| 27. Did the NCP promote the Guidelines among government agencies during the year?  | Yes |
| 28. Did the NCP promote the Guidelines among embassies abroad during the year?   | No  |
| 29. Did the NCP promote the Guidelines to investment promotion agencies during the year?   | No  |
| 30. Did the NCP focus on any of the following during promotional activities during the year:   |     |
| OECD Due Diligence Guidance for Responsible Business Conduct   | Yes |
| OECD Due Diligence Guidance for Responsible Supply Chains in the Garment and Footwear Sector   | Yes |
| Due Diligence for Responsible Corporate Lending and Securities Underwriting and/or Responsible Business Conduct for Institutional Investors  | Yes |
| OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas   | Yes |
| OECD Due Diligence Guidance for Meaningful Stakeholder Engagement in the Extractive Sector   | Yes |
| OECD-FAO Guidance for Responsible Agricultural Supply Chains   | Yes |
| <p><i>Additional comments on the section <b>Promotional activities</b>:</i><br/>During the promotion activities NCP promotes and informs about all the sectoral guidances of OECD Guidelines. However, the least of the attention was given to sectoral guidances of conflict minerals, extractive sector and corporate lending.</p> |     |

#### D. SPECIFIC INSTANCES

(a) NCP rules of procedure for handling specific instances

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|---|-----|---|
| 31. Does the NCP have rules of procedure describing the handling of specific instances?   | Yes |   |
| 32. Are the rules of procedure available online?<br><i>If yes, please provide a link in the second box. If no, please attach a copy of the rules of procedure to this questionnaire</i>   | Yes | <a href="https://nkc.lrv.lt/en/ncp/specific-instances">https://nkc.lrv.lt/en/ncp/specific-instances</a> |
| 33. Were the NCP's rules of procedure modified this year?   | No  |   |
| <i>Additional comments on the section <b>Rules of procedure</b>:<br/>OECD Watch through its questionnaire was engaging with NCP regarding the desirable changes of Rules of procedure. NCP noted and took into account the concerns of OECD Watch, but did not commit itself to necessarily change the rules of procedure.</i>  |     |   |
| <b>(b) Specific instance practicalities</b>   |     |   |
| 34. Does the NCP confirm receipt of a specific instance submission?   | Yes |   |
| 35. Does the NCP request feedback from the parties on the procedure following the conclusion of a specific instance?  | Yes |   |
| 36. Has the NCP staff undergone training in dispute resolution or problem solving (e.g. mediation)?   | Yes |   |
| 37. Did the NCP engage professional mediators during the year?  | No  |   |
| 38. Did the NCP staff or members conduct mediation this year?   | No  |   |
| <i>Additional comments on the section <b>Specific instance practicalities</b>:<br/>In 2019 independent experts of NCP did not participate in training pertaining specifically to mediation or problem solving. Independent experts participated in Baltic-Nordic NCP meeting (workshop). Under the Rules of procedure there is no possibility to engage with professional mediators as such role is prescribed to independent experts. In 2019 Lithuanian NCP did not have any specific instance, that went beyond preliminary assessment stage</i> |     |   |
| <b>(c) Reporting specific instances</b>   |     |   |
| 39. Did the NCP receive new specific instance submissions during the year?<br><i>If yes, please also provide details in Annex 2</i>   | Yes |   |
| 40. Did the NCP close specific instances during the year?<br><i>If yes, please also provide details in Annex 2</i>  | No  |   |

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| 41. 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?<br><i>If yes, please also provide details in Annex 2</i> | No  |
| 42. Did the NCP follow up on a case during the year?<br><i>If yes, please also provide details in Annex 2</i>  | N/A |
| 43. Is the OECD <a href="#">case database</a> accurate and up to date with regard to cases handled by the NCP?   | N/A |
| <i>Additional comments on the section <b>Reporting specific instances</b>:<br/>Click here to enter text.</i>   |     |

| <b>E. PEER LEARNING AND PEER REVIEWS</b>   |   |
|--|---|
| 44. Did the NCP take part in the following activities with other NCPs during the year:   |   |
| Host a peer learning activity  | <i>No</i>   |
| Participate in peer learning activities hosted by other NCPs   | <i>Yes</i>  |
| Co-operate with other NCPs in handling specific instances  | <i>No</i>   |
| Provide mentoring/capacity building to another NCP   | <i>No</i>   |
| 45. Is the NCP interested in hosting an NCP learning/experience-sharing event in 2020?   | <i>Yes</i>  |
| 46. Which topic would the NCP consider to be a priority to cover in a peer learning event?   | Due diligence, Corporate lending guidance; practical aspects of handling a specific instance. |
| 47. Is the NCP interested in participating in developing tools for use by NCPs?  | <i>Yes</i>  |
| 48. Is the NCP interested in acting as a peer reviewer in the future?  | <i>No</i>   |
| If yes, please specify the semester and the year   | Click to enter text.  |
| <i>Additional comments on the section <b>Peer-learning and peer reviews</b>:<br/>The Lithuanian NCP chair together with an independent expert have participated in the “Nordic-Baltic Internal Peer-Learning seminar” organized by the Nordic-Baltic NCP network in Oslo (May 20-21, 2019).<br/>The Lithuanian NCP chair participated in the “Labour issues in RBC: The guidance provided by International Labour Standards and the ILO” organized by the OECD, EU and ILO in Turin (September 23-27, 2019).</i> |   |

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| <b>F. POLICY COHERENCE<sup>3</sup></b>   |   |
|--|---|
| 49. Have the Guidelines been referred to in relevant national legislation/regulations/policies adopted during the year?<br><i>(e.g. on responsible business conduct; non-financial reporting, export credits regulation, public procurement)</i> | No  |
| If yes, please provide a short summary and a link to the legislation.<br><i>If a link is not available, please attach a copy of the legislation to this questionnaire.</i>   | Click here to enter text.   |
| 50. Did your country adopt a National Action Plan (NAP) this year?<br><i>If yes, please indicate which type of NAP</i>   | No <span style="float: right;">Choose an item.</span>                   |
| If yes, please provide a link  | Click to enter text.  |
| 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.   |
| 51. Was a NAP in development this year?<br><i>If yes, please indicate which NAP.</i>   | Yes <span style="float: right;">NAP on Business and Human Rights</span> |
| If yes, did the NCP participate in the development of the National Action Plan?  | Yes   |
| 52. Did the NCP communicate public statements on specific instances to officials responsible for trade missions?   | N/A: the NCP did not publish any statement this year                    |
| 53. Did the NCP communicate public statements on specific instances to officials responsible for foreign trade and investment incentives?  | N/A: the NCP did not publish any statement this year                    |
| 54. Did the NCP communicate public statements on specific instances to public procurement officials?   | N/A: the NCP did not publish any statement this year                    |
| 55. Does your national legislation or policy on public procurement refer to the Guidelines and/or OECD due diligence instruments and/or to the NCP process?  | No  |
| If yes, please provide a link to the legislation.<br><i>If a link is not available, please attach a copy of the legislation to this questionnaire.</i>   | Click to enter text.  |
| 56. Have public procurement officials/practitioners consulted the NCP on the Guidelines and OECD due diligence instruments or involved the NCP in specific public procurement opportunities?   | No  |
| 57. Were public procurement officials involved in any of your training/outreach activities?  | No  |
| 58. What tools or projects does the NCP develop to support public procurement practitioners on RBC and OECD due diligence?   | Click to enter text.  |

<sup>3</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 [...]”



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| 59. Please flag any specific initiatives/good practice involving public procurement and RBC in your country.   | Green Public Procurement |
| 60. Please indicate any other examples of policy coherence activities.   | Click to enter text.     |
| <p><i>Additional comments on <b>Policy Coherence</b>:</i></p> <p>1. The Chair of NCP participates in drafting of NAP on Business and Human Rights, which focus on the following key priorities: (1) corruption prevention, (2) due diligence and (3) corporate social responsibility - with an aim to increase the role of the NCP and clarify policy coherence within the State in accordance with the OECD guidelines. The NAP is still in early preapragion and drafting stages.</p> <p>2. After training at ILO on September 2019, Chair of NCP met with the representative of Ministry of Social security and labour to discuss coherence/cooperation in regards to promostion of Guidelines and ILO Tripartite declaration of principles concerning MNEs;</p> <p>3. After training at ILO on September 2019, Chair of NCP contacted representative of Ministry of Foreign Affairs responsible for representing Lithuania in EU meetings of Trade and sustainable development experts to coordinate coherence with OECD Guidelines.</p> |                          |

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| <b>G. CHALLENGES</b>   |                           |
| 61. Has the NCP faced any particular challenge(s) it would like to highlight this year?  | Click here to enter text. |
| <p><i>Additional comments on <b>Challenges</b>:</i></p> <p>Ongoing concerns regarding sufficiency of funding for effective activities.</p> |                           |

### 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<br>(dd/mm/yyyy) | Location                             | Type of event | Size of audience | Organised or co-organised? | Targeted audience<br><i>e.g. Business representatives, NGOs, Trade unions, Academia, General public, Government representatives, etc.</i> | Theme<br><i>e.g. the OECD Guidelines, the NCP activities on sector due diligence guidance documents, etc.</i> |
| Circular Economy: Nordic and Baltic Transition Towards It                       | 12/11/2019           | Vilnius, The Presidential Palace     | Conference    | >100             | Co-organised               | Business representatives, NGOs, government representatives, trade unions  | The OECD Guidelines and the Circular Economy and Governance   |
| Meeting with the Responsible Business Association of Lithuania, the Chambers of | 28/01/2019           | Vilnius, Ministry of Foreign Affairs | Meeting       | <10              | Co-organised               | NGOs, government representatives  | The organization of a yearly responsible business event, OECD Guidelines and NCP activities                   |

|  |            |   |         |     |           |   |   |
|--|------------|---|---------|-----|-----------|---|---|
| Commerce of Norway, Denmark, Sweden and Finland, the Nordic Council of Ministers Office in Lithuania |            |   |         |     |           |   |   |
| Meeting with the Special Investigation Service of the Republic of Lithuania                          | 08/04/2019 | Vilnius, Special Investigation Service of the Republic of Lithuania | Meeting | <10 | Organised | Government representatives                          | OECD Guidelines and NCP activities, joing promotion activities  |
| Meeting with Governance Coordination Centre  | 08/04/2019 | Vilnius, Ministry of Economy and Innovation                         | Meeting | <10 | Organised | Government representatives, State owned enterprises | OECD Guidelines for MNEs and Lithuanian NCP activities as well as a possibility of a presentation to State owned enterprises.         |
| Meeting with the Lithuanian Confederation of Industrialists  | 17/04/2019 | Vilnius, Lithuanian Confederation of Industrialists                 | Meeting | <10 | Organised | Trade unions  | OECD Guidelines for MNEs and Lithuanian NCP activities as well as a possibility of a presentation in the yearly conference on economy |
| Meeting with the Ministry of Social Security and Labour  | 25/04/2019 | Vilnius, Ministry of Social Security and Labour                     | Meeting | <10 | Organised | Government representatives                          | Cooperation in implementing the Action Plan for Encouraging Corporate Social Responsibility.  |

PROPOSED AMENDMENTS TO THE ANNUAL REPORTING QUESTIONNAIRE FOR NCPS

|   |            |   |         |     |           |                            |  |
|---|------------|---|---------|-----|-----------|----------------------------|--|
| Meeting with Nasdaq Baltic                              | 03/05/2019 | Vilnius, Nasdaq Baltic                      | Meeting | <10 | Organised | Business representatives   | Expertise on the Nasdaq Baltic Awards criteria and the implementation of the OECD Guidelines.                                    |
| Meeting with the Lithuanian trade union "Solidarumas"   | 03/10/2019 | Vilnius, Nasdaq Baltic                      | Meeting | <10 | Organised | Trade Union                | OECD Guidelines for MNEs and Lithuanian NCP activities as well as a possibility of a specific instance training for Trade unions |
| Meeting with the Investors Forum                        | 16/10/2019 | Vilnius, Ministry of Economy and Innovation | Meeting | <10 | Organised | Business representatives   | OECD Guidelines for MNEs and Lithuanian NCP activities   |
| Meeting with the Lithuanian Trade Union Confederation   | 23/10/2019 | Vilnius, Ministry of Economy and Innovation | Meeting | <10 | Organised | Trade Union                | OECD Guidelines for MNEs and Lithuanian NCP activities   |
| Meeting with the Ministry of Social Security and Labour | 24/10/2019 | Vilnius, Ministry of Economy and Innovation | Meeting | <10 | Organised | Government representatives | OECD Guidelines for MNEs and Lithuanian NCP activities and a possibility of an event together with ILO                           |
| Meeting with the Environmental Coalition                | 25/10/2019 | Vilnius, Ministry of Economy and Innovation | Meeting | <10 | Organised | NGOs                       | OECD Guidelines for MNEs and Lithuanian NCP activities   |

**Total number=**

12

**Table 2**

**Presentations by the NCP to promote the Guidelines and/or the NCP in events organised by others**

| <b>Title</b>  | <b>Date</b><br><i>(dd/mm/yyyy)</i> | <b>Location</b>   | <b>Type of event</b> | <b>Size of audience</b> | <b>Targeted audience</b><br><i>e.g. Business representatives, NGOs, Trade unions, Academia, General public, Government representatives, etc</i> | <b>Organiser(s)</b>  | <b>Type of intervention</b> | <b>Theme of the intervention</b>   |
|---|------------------------------------|---|----------------------|-------------------------|---|--|-----------------------------|--|
| Business and Human Rights   | 24/05/2019                         | Vilnius, Mykolas Romeris University                     | Conference           | 10-50                   | Government representatives, Trade unions, NGOs.   | Mykolas Romeris University and Ministry of Foreign Affairs | Panel discussion            | OECD Guidelines and Lithuanian NCP view on the National Action Plan for Business and Human Rights  |
| Lithuanian actions on implementing the UN Guiding principles on business and human rights | 22/10/2019                         | Vilnius, Ministry of Foreign Affairs                    | Meeting              | 10-50                   | Government representatives, Trade unions, NGOs, Business representatives  | Ministry of Foreign Affairs                                | Presentation                | The position of the Lithuanian NCP on structure, drafting process and challenges of the National Action plan for Business and Human Rights |
| Drivers for sustainability management and reporting in retailing                          | 07/11/2019                         | Kaunas, Kaunas University of Technology                 | Conference           | 10-50                   | Academia  | Kaunas University of Technology                            | Presentation                | Responsible business outlook in Lithuania and the role and activities of the Lithuanian NCP  |
| Sustainable business today and tomorrow   | 20/11/2019                         | Kaunas, Kauno kolegija / University of Applied Sciences | Conference           | 10-50                   | Academia  | Kauno kolegija / University of Applied Sciences            | Presentation                | Presentation on "Main direction: smart business", responsible business concept, OECD Guidelines and the activities of the NCP              |

|  |            |                                |            |          |  |  |              |  |
|--|------------|--------------------------------|------------|----------|--|--|--------------|--|
| Theme of corruption in a responsible business    | 04/12/2019 | Vilnius, SEB Innovation Centre | Conference | 10-50    | State owned enterprises                          | Special Investigation Service of the Republic of Lithuania         | Presentation | OECD Guidelines for Multinational Enterprises as a tool for responsible business fighting corruption and bribery |
| How does socially responsible company look like? | 24/10/2019 | News Radio (Žinių radijas)     | Radio show | National | All stakeholders, business, informed individuals | Under funding of EU through Ministry of Social Security and Labour | Interview    | OECD Guidelines  |

Total number= 5

## Annex 2: SPECIFIC INSTANCES

Please provide details of the following in the table below:

1. Specific instances **in progress** during the year (specific instances received and found to merit further examination after the initial assessment, and under consideration by the NCP).
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).
3. Specific instances **not accepted** during the year (specific instances that the NCP found not to merit further examination).
4. Specific instances for which **follow up** was performed during the year (the NCP monitored whether the agreement reached by the parties or its recommendations to the parties have been implemented)

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 [Alison.holm@oecd.org](mailto:Alison.holm@oecd.org) and [Kathryn.dovey@oecd.org](mailto:Kathryn.dovey@oecd.org)<sup>4</sup>.

<sup>4</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

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

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

**Total number=**

**For all specific instances that were CONCLUDED during the year:**

| <b>Title</b>              | <b>Date received<br/>(dd/mm/yyyy)</b> | <b>Date concluded<br/>(dd/mm/yyyy)</b> | <b>Link to OECD database if available</b> | <b>Outcomes achieved</b> | <b>Does the final statement plan for follow up?</b> | <b>Did the NCP co-operate with other NCPs during the handling of this specific instance? If yes, please describe.</b> |
|---------------------------|---------------------------------------|--|---|--------------------------|---|---|
| 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.   |

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”.

**Total number=**

| For all specific instances that were NOT ACCEPTED during the year: |                               |                                       |   |  |
|--|-------------------------------|---------------------------------------|---|--|
| Title  | Date received<br>(dd/mm/yyyy) | Link to OECD<br>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.  |

**Total number=**

| For all specific instances for which FOLLOW UP was performed during the year: |                                |                                   |   |  |
|---|--------------------------------|-----------------------------------|---|--|
| Title   | Date concluded<br>(dd/mm/yyyy) | Date of follow up<br>(dd/mm/yyyy) | Was a public follow up<br>statement issued? | Link to the follow up statement, if applicable |
| 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.                      |



Total number=

[Click here to enter text.](#)

END OF QUESTIONNAIRE