

Guidelines for PRME Working Groups: Integrating the Sustainable Development Goals

This is a draft document providing guidelines for the work of issue area PRME Working Groups (WGs). The document was developed in consultation with WG Chairs and informed by the [2016 PRME Strategic Review](#), as well as discussions, goals and activities of current WGs.

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I. Background

The Principles for Responsible Management Education (PRME) is the UN Global Compact's initiative to transform management education, research and thought leadership globally by providing the Principles for Responsible Management Education framework, developing learning communities and promoting awareness about the [United Nations Sustainable Development Goals](#) (SDGs).

The Six Principles of PRME are inspired by internationally accepted values, such as the United Nations Global Compact's Ten Principles, and provide an engagement framework for higher education institutions (HEIs) to embed responsibility and sustainability in education, research, and campus practices through a process of continuous improvement. HEIs that become signatory to PRME make a public commitment to knowledge creation and education that supports and develops a new generation of business leaders capable of managing the complex challenges faced by business and society in the 21st century.

Similar to the UN Global Compact, PRME is a multi-stakeholder platform with a dynamic network of local and global learning communities, including thematic working groups and regional chapters, which collaborate on projects and events. Since its official launch in 2007 by UN Secretary-General Ban Ki-moon, the PRME initiative has grown to more than 650 leading business schools and management-related academic institutions from over 80 countries across the world.

Since its inception, the PRME initiative has sought to address universal challenges identified by the United Nations and the UN Global Compact by establishing a number of issue area PRME Working Groups (WGs):

- **2008** – [Poverty, a Challenge for Management Education](#) – to integrate poverty-related discussions into all levels of management education.
- **2010** – [Anti-Corruption in Curriculum Change](#) – to develop a unique approach to teaching business and management students about anti-corruption and good governance issues.
- **2011** – [Gender Equality](#) – to provide support and resources for integrating gender issues and awareness into management education, curricula and related research
- **2014** – [Business for Peace](#) – to address the gap in management education in the area of business for peace and to build on the work of the UN Global Compact's B4P platform.
- **2015** – [Business and Human Rights](#) – to engage both business schools and corporations on a range of projects, providing forum for dialogue and action of human rights issues.
- **2015** – [Climate Change and Environment](#) – to engage business schools, business and society in protecting the environment and improving resilience.
- **2015** – [Developing a Sustainability Mindset](#) – to bring the elements of a sustainability mindset into business schools by developing new ways of thinking, teaching methods and content that can accelerate a sustainability mindset across cultures.

Each WG is unique, working on projects of different size and scope. With such a variety of groups and projects, the PRME Secretariat saw the need to create clear guidelines for WGs in order to help them better align their work to the strategic focus of both the PRME initiative and the UN Global Compact, in particular around the implementation of the SDGs.

II. What is a PRME Working Group?

WGs are networks of academics within PRME signatories and other relevant stakeholders who are committed to advancing responsible management education within a particular issue area in relation to the SDGs. WGs collaborate to develop resources relevant to corporate sustainability and responsibility with consultation and approval from the PRME Secretariat. Issue area experts that are not affiliated with a PRME signatory, as well as experts from different disciplines (e.g., law, liberal arts, and political science) can become WG members based on their potential contribution to the activities and projects of a WG.

III. Purpose and objectives

The purpose of the WGs is to engage networks of academics and other relevant stakeholders who are interested in integrating issue area topics into management education and to address specific global challenges and opportunities identified by the United Nations and the UN Global Compact, in particular the Sustainable Development Goals. Each WG is to be directly linked to one or a number of SDGs.

The objectives of the WGs are:

- a. To provide a platform for knowledge sharing, learning and peer-to-peer support within and across WGs (i.e., collaborate on relevant projects, initiative and events).
- b. To embed corporate sustainability and responsibility in business schools and management-related HEIs globally.
- c. To co-create and disseminate knowledge on specific issue area topics in collaboration with relevant stakeholders, in particular with UN Global Compact working groups, companies and peer institutions.
- d. To conduct research and development of resources, tools, curricular approaches, teaching methods, and educational materials that incorporate issue area topics in management education.
- e. To contextualize the discussion of global challenges within specific geographical regions, by connecting with the PRME Chapters and PRME Regional Meetings.
- f. To raise awareness within and across HEIs of relevant issue area topics.

IV. Activities

This document provides a framework for WGs' engagement and projects. However, each WG is empowered to identify activities that suit its unique objectives in line with PRME priorities and in support of the SDGs.

- a. Plan of activities – by 15 December of each year, WG Chairs are expected to submit:
 - i. A summary of the activities that the WG conducted that year.
 - ii. An activity plan for the following year.
- b. Hold at least one WG activity/meeting annually in person (i.e., in connection to PRME/Global Compact event) and/or virtually (i.e., through technology-enabled means).

V. Eligibility of PRME Working Group Chairs

To be eligible for WG Chair, an individual needs to be affiliated with an advanced PRME signatory (i.e., a signatory follows the [Sharing Information on Progress \(SIP\) Policy](#) and contributes to the [PRME Annual Service Fee](#)). Exceptionally, individuals that currently

hold a WG Chair position and are not affiliated with an advanced PRME signatory can submit a request to remain in their position. The PRME Secretariat will review such requests and could grant an exception based on the effort shown by the individual to advocate for PRME at their institution as well as their contribution to the respective WG.

VI. Role of PRME Working Group Chairs

Working Group Chairs are to provide overall coordination of a WG's activities by:

- a. Facilitating relationship-building, discussions of mutual interests and collaboration among WG members and across different WGs.
- b. Planning and driving the implementation of WG activities with the support of WG members and the PRME Secretariat.
- c. Liaise with the PRME Secretariat, in particular in line with point IV above.
- d. Promoting the WG and its activities at business schools, conferences, UN Global Compact events and PRME meetings, etc.
- e. Facilitating periodic conference calls and/or webinars on topics of interest to the members of the WG and the PRME community.
- f. Providing periodic updates of WG activities and projects.
- g. Ensuring an up-to-date content on online repositories, tools and resources (where applicable).
- h. Integrating new WG members into current activities and projects and identifying opportunities for these new members to contribute to ongoing and/or future activities and projects.
- i. WG Chairs are to encourage non-signatory institutions to become PRME signatories.

VII. Support of the PRME Secretariat

Provided there is no funding generated by WGs, the PRME Secretariat can support by:

- a. Providing WGs with the PRME name and logo to be used in accordance with the [PRME Logo Policy](#).
- b. Acting as an "intra network facilitator" in the creation and growth of WGs, ensuring that new PRME signatories are invited to join the different WGs and encouraging a balanced international composition.
- c. Acting as an "extra network facilitator" by connecting WGs with other initiatives, projects and activities, such as student, corporate and academic networks working on similar issue areas (e.g. UN Global Compact work streams).
- d. Informing WGs on key developments, related issues and relevant upcoming events.
- e. Promoting and disseminating the resources and outcomes of WGs to the wider PRME network.
- f. Acting as a "sounding board" by providing advice on the priorities of the WGs and as a "Clearing House" by addressing potential overlapping projects.

Provided a WG has generated additional funding, the PRME Secretariat can support by:

- a. Providing additional capacity and coordination to develop new WG resources, organize events, support WG activities, and future initiative.
- b. Providing access to communication tools such as:
 - i. Webinars as a virtual meeting point through a platform provided by the PRME Secretariat (e.g. GoToMeeting).
 - ii. Online space for resources and publications (e.g. PRME website repository and [Anti-Corruption Toolkit](#) among others).

VIII. Requisites to establish a PRME Working Group

- a. A WG can only be created after discussing the purpose and priorities with the PRME Secretariat, as well as interested individuals and stakeholders, to determine the value that the WG would add to the PRME community.
- b. The topic of a WG should be aligned with or inspired by UN Global Compact working groups/issue areas.
- c. WGs should be aligned with PRME Strategic Goals (following the outcome of the 2016 PRME Strategic Review) and should be focused on addressing the Sustainable Development Goals.
- d. WGs should collaborate and/or cross-communicate with other PRME networks, such as [PRME Champions](#), [PRME Chapters](#), and [PRME Regional Meetings](#).
- e. WGs should be self-organized and should identify at least one Chair to liaise with the PRME Secretariat, to drive the work of a group and to provide regular updates on projects and activities. Based on the learnings and feedback from WGs, the PRME Secretariat encourages each WG to have two Chairs.
- f. WGs should be self-funded:
 - i. Prospective WGs should develop their own funding schemes in order to provide sufficient funds for travel, WG meetings, online toolkits, resources and other associated costs.
 - ii. Sponsorship from companies and foundations should be sought in coordination with the PRME Secretariat and based on the [Guidelines for Fundraising Due Diligence](#) provided by the PRME Secretariat.
 - iii. Existing WGs should become self-funded over time.

IX. Use of PRME Working Groups name and PRME logo

WGs are given the right to use the name “PRME Working Group on [NAME of an issue area]” and the PRME logo in connection with a WG’s activities and in compliance with the [PRME Logo Policy](#). In the unlikely event of serious abuse of the Working Group name or PRME logo, or if otherwise required in the interests of PRME or UN Global Compact Office, the PRME Secretariat and UN Global Compact Office reserve the authority to withdraw consent to the use of the name of PRME and of the PRME logo.

For more information about each of the issue area WGs, please visit the [PRME website](#). For general questions about the PRME initiative and its activities, contact us at info@unprme.org