



United Nations Global Compact

Online Application Guidelines - Non-Business Applicants -

To participate in the UN Global Compact, a Non-Business Applicant must:

1. Prepare a Letter of Commitment (Fig. 1) by observing the following requirements:

- a. The Letter should be no longer than a two-page statement;
- b. The Letter contains an official organization letterhead;
- c. The Letter is addressed to the current UN Secretary-General;
- d. The Letter expresses commitment to:
 - i. The UN Global Compact and its Ten Principles; and
 - ii. Participation in the activities of the initiative where feasible; and
 - iii. Submission of a Communication on Engagement (COE) within two years after joining and every two years thereafter;
- e. The Letter is signed by the company's Chief Executive Officer (name and title must be legibly printed underneath the signature);
- f. The Letter is scanned and available for upload in PDF format along with the Online Application Form

*A [template](#) of The Letter of Commitment is available in English and five other languages.

2. Complete the Online Application Form (Fig. 2a-2d) by following the steps below:

- a. Provide the basic information on your organization, including the number of full-time, direct employees as well as the organization's registration details;
- b. Provide the contact details for the Primary Contact Point, this person will be the main point of contact between your company and the UN Global Compact Office;
- c. Provide the contact details for your company's Highest Level Executive, the name of the executive who signed the Letter of Commitment **must** correspond with this entry;
- d. Ensure that your Letter of Commitment fulfills the requirements stated in step one before uploading a digital copy in PDF format;
- e. Provide a Mission Statement, a brief description of your organization's purpose and activities (max 1000 characters) before submitting your application for final review

Please note: The Letter of Commitment and Mission Statement are both posted on the participant's profile page on the UN Global Compact website in order to promote transparency

Fig. 1. Sample Template – Requirements of the Letter of Commitment for Non-Business Applicants

[Date]
 H.E. António Guterres
 Secretary-General
 United Nations
 New York, NY 10017
 USA

[Official Organization Letterhead]

1. Official company letterhead.

2. Addressed to the UN Secretary-General.

3. Includes company's commitment to the Ten Principles of the UN Global Compact.

Dear Mr. Secretary General,

I am pleased to confirm that [name of the organization] supports the Ten Principles of the UN Global Compact with respect to human rights, labor, environment and anti-corruption. With this commitment, we express our intent to support the Global Compact advancing these principles, and will make a clear statement of this commitment to our stakeholders and the general public.

We also pledge to participate in and engage with the UN Global Compact in the following way(s): [please insert description of the ways in which your organization wishes to engage and participate; please refer to <https://www.unglobalcompact.org/participation/join/who-should-join/non-business> for suggested engagement options according to your organization type].

We recognize that a key requirement for participation in the Global Compact is the submission of a Communication on Engagement (COE) that describes our organization's efforts to support the implementation of the ten principles and to engage with the Global Compact. We support public accountability and transparency, and therefore commit to report on progress within *two years* of joining the Global Compact and *every two years* thereafter according to the Global Compact COE policy.

Sincerely yours,
 [Signature]
 [Name]
 [Title **President/Executive Director]

4. Expresses a commitment to participate in and engage in activities suggested to each type of non-business participant in support of the initiative.

5. Includes a commitment to submit the COE within two years after joining and every two years thereafter.

6. Signed by the organization's highest executive officer or equivalent (name and title must be printed underneath the signature).

7. The Letter (no longer than a two-page statement) is scanned and available for upload before completing the Online Application Form.

Fig. 2a. Online Application Form for Non-Business Applicants (part 1 of 4)

Non-Business Organization Application

About your organization


Organization Name

Website

Number of Employees

Type *

Country *



Number of full-time, direct employees.

Legal Status

Your organization must be a legal entity in the country / state where it is based in order to become a UN Global Compact participant. In order to confirm legal status, you must provide your organization's registration, incorporation, license, certification or similar number provided by a government or government agency, and the place of registration / incorporation.

Registration / incorporation details

Date of Registration

Place of Registration

Public Authority

Registration number

NEXT



Indicate when and where your organization was first officially registered. Also include the governing authority that verified its registration, as well as the registration number. If you do not have this information, you can alternatively submit documentation proving your legal status after submitting your application.

Fig. 2b. Online Application Form for Non-Business Applicants (part 2 of 4)

Primary Contact Point

The main point of contact between your organization and the Global Compact Office. After your application is reviewed and accepted, this person will receive regular email including the UN Global Compact Monthly Bulletin, Communication on Progress deadlines (for business participants) as well as updates on news and events.

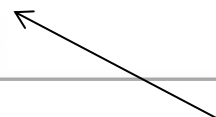
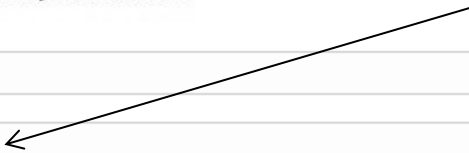
Details for Primary Contact Point

Please Select *

Login Information

Please create a username and password. You will need this login to update or check the status of your application.

This will be your primary contact point in receiving updates, news, and reminders pertaining to your engagement with the UN Global Compact.



Please save your login credentials, as you will be periodically required to access your company dashboard.

Fig. 2c. Online Application Form for Non-Business Applicants (part 3 of 4)

Highest Level Executive

The Highest Level Executive (Chief Executive Officer or equivalent) signs the Letter of Commitment for your organization. After your application is reviewed and accepted, this person will receive official documents such as policy updates, reports, and invitations to special events via postal mail.

- The Highest Level Executive is the same person as the Primary Contact

Details for Highest Level Executive

Please Select *

Mr.

First Name

Middle Name

Last Name

Job Title

Email

Phone

Postal Address

Address Cont.

City

State / Province

ZIP / Postal Code

Country *

NEXT

The Highest Level Executive will be receiving official documents such as policy updates, reports, and invitations to special events via email and occasionally postal mail.

Fig. 2d. Online Application Form for Non-Business Applicants (part 4 of 4)

Letter of Commitment

Please ensure that your Letter of Commitment has been signed by your organization's chief executive and scanned for upload before completing this form. The uploaded file should be in PDF format.

No file chosen

Ensure that the Letter of Commitment fulfills all requirements.

Mission Statement

Please provide a complete description of your organization's mission statement (maximum 1000 characters).

Please note that upon review and acceptance of your application, the Letter of Commitment and your Mission Statement will be made public on this website as adherence to accountability.

I have read and agree with the terms of the privacy policy and cookies policy.

Provide a Mission Statement, a brief description of your organization's purpose and activities, before submitting your application.