



## GUIDANCE

ISSUE 1 | 2015



# CERISE

- Enhanced function
- Key performance indicators remain the same
- Easier comparability with old versions (SPI3)
- Compatible with Smart Campaign assessment tools

“Guidance” is part of a series of short topic-specific bulletins produced by the Social Performance Task Force to inform its membership and other interested parties about key developments. Your comments are always welcome. [info@sptf.info](mailto:info@sptf.info)

# Use This Tool to Assess and Improve

Version 1.2 of SPI4 is now available with enhanced functionality

SPTF, in partnership with CERISE, is pleased to announce the release of the updated SPI4, the universal assessment tool that integrates emerging industry standards for social performance. The new version, SPI4 v1.2, is available at [www.cerise-spi4.org](http://www.cerise-spi4.org).

SPI4, which launched last year, allows users to **evaluate their level of implementation of the Universal Standards for Social Performance Management**, including the Smart Campaign Client Protection Principles. The tool builds on the CERISE SPI which microfinance institutions have used for more than a decade to assess and improve practices. Now, just as microfinance institutions submit an audited financial statement each year, they will be able to use the SPI4 as a corresponding social statement.

For the past year, we have collected feedback from beta testers to update the SPI4, aiming to make the tool as easy as possible to use.

## What's New

- **Improved stability.** Previous versions behaved differently depending on which version of Excel you were using. The new v1.2 is more stable.
- **Improved instructions.** v1.2 makes it easier to use the APR Estimation tool.
- **Import/export compatibility with MIX, etc.** CERISE has worked with MIX to make sure that SPI4 reflects updates to the MIX Social Reporting format. We have also worked to coordinate formats with the ADA/BRS Microfinance Factsheet.
- **SPI3 compatibility.** v1.2 makes it possible to generate a report in the old SPI3 format, making it easier to track your social performance results across time.
- **Customized external reporting.** v1.2 includes reporting functionalities required by Opportunity International and Cordaid partners.

## What's the Same

- **Indicators.** The indicators in v1.2 are the same as those in the previous version. You're measuring the same things. It's just easier to do it.
- **It's still free.** We do ask that users agree to the Terms and Conditions, but there is no charge to download and use the tool.
- **Specific modules.** v1.2 offers users with a specific mission – such as poverty, the environment, or gender – to tailor their assessment with optional indicators about these areas.
- **Smart Campaign compatibility saves huge time.** You can still import Smart Campaign assessment scores into the new v1.2. Just check out the “Smart Campaign Assessment” buttons of the v1.2 welcome page—to complete almost half of the core questionnaire!
- **Your feedback is vital.** We continually make functional fixes and enhancements to our tool. Send your comments to [spi4@cerise-microfinance.org](mailto:spi4@cerise-microfinance.org)

# Use This (cont'd)



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## No changes to indicators for a while

SPI4 v1.2 indicators = same as v1.1 (released in September 2014).

The indicators will remain stable for the next 15 months. In June 2016, the tool will be updated to reflect your feedback—and also to reflect changes to the Client Protection Certification standards.

This timeline was formalized by agreement between CERISE, the Social Performance Task Force, and the Smart Campaign to ensure full coordination.

## What's Next

- **Rapid assessment.** In response to user feedback, we're developing a rapid assessment that allows users to filter the questionnaire for a quick assessment at the Essential Practice level.
- **Benchmarks.** The more robust the database, the more we'll be able to produce meaningful benchmarks and compare practices among peers. So send us your completed questionnaires to [spi4@cerise-microfinance.org](mailto:spi4@cerise-microfinance.org)—they'll be kept anonymous—and keep us informed of all audits.
- **Training and auditor qualification.** CERISE will be organizing in-person and virtual trainings to qualify SPI4 auditors. If you're interested in getting trained, contact us at [spi4@cerise-microfinance.org](mailto:spi4@cerise-microfinance.org)
- **From knowledge into practice.** An SPI4 audit is only the beginning. Using the Universal Standards Implementation Guide, SPM mentoring experiences, and other resources, we help institutions translate what they learn into concrete improvements. CERISE, SPTF, and our partners will work to draw lessons and develop more materials that help institutions move from awareness into action. To access these resources, visit [sptf.info/resources/resource-center](http://sptf.info/resources/resource-center).

## What Else

### Terms and conditions of the SPI4 – a few reminders

If you have downloaded SPI4 recently, you'll see that we now request your name and institution. This is for tracking purposes only: all information will be kept confidential.

SPI4 is **available for free**, but in return, we ask that users agree to the Terms and Conditions at the time of download. In particular:

- Please keep CERISE informed of upcoming SPI audits (dates, name of institution). This can help reduce the reporting burden on the financial institution, as we may have valuable information for preparing the audit (e.g., whether the institution has done an SPI in the past, possible links to a Smart Assessment). We'll also keep you informed of possible training opportunities in the region.
- For accompanied self-assessments: make sure to provide the filled-in questionnaire and summary results to the audited institution but also to CERISE (unless the financial institution refuses). This is the only way we can build up the SPI database—which we need to do, in order to generate benchmarks and compare practices. All results are kept confidential.
- Always download the most recent version before conducting an audit at [www.cerise-spi4.org](http://www.cerise-spi4.org) to make sure to get the most stable version.

## For investors

SPTF is working with the Social Investor Working Group to create "SPI4 light" as an aid to standard due diligence. This streamlined product will select a limited number of indicators that can be used by all social investors. It will reduce the reporting burden on financial institutions and harmonize data collection. Investors will naturally wish to continue their own personalized analysis based on their investment strategy and portfolio composition.

### Contact [spi4@cerise-microfinance.org](mailto:spi4@cerise-microfinance.org):

- With general comments and feedback about the tool
- If you need technical assistance
- With your completed questionnaires
- If you're interested in training or qualification as an SPI4 auditor
- To let us know you've scheduled an audit
- With your completed questionnaires and audit reports

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