

10 Tips to Simplify VSME Reporting

There are many reasons to implement basic ESG reporting in your company: lower financing costs, increased attractiveness as a business partner, and higher efficiency. The Voluntary Reporting Standard for Small and Mid-sized Enterprises (VSME) offers a pragmatic and effective way to manage and disclose sustainability data without getting lost in complexity. It protects you against an increasing number of requests from customers, banks, and business partners.

10 tips to setup your reporting in the most efficient and effective way

01 Start by identifying what really matters to your business

- Define which topics, metrics, and data points are relevant and realistic for your organization.
- Start with the VSME Basic module, then continue with the Comprehensive module. You can also add own KPIs for specific key stakeholders. This creates a clear baseline and aligns VSME reporting with concrete business goals.

02 Create one central source of truth

- Rather than maintaining data points, metrics, and reporting modules across spreadsheets, emails, and folders, consolidate them in one central place.
- One central software solution prevents contradictions, inconsistencies, and duplicate work.

03 Use Best-Practice Templates

- Use pre-built metric frameworks, reporting workflows, and report templates that are aligned with VSME requirements.
- This eliminates the need to design structures from scratch and simplifies internal and external alignment.

04 Assign clear ownership for every metric

- Ensure each metric has a clearly defined owner or responsible team.
- This avoids guesswork, accelerates data collection, and improves accountability throughout the organization.

05 Create tailored reports for different stakeholders

- Use the collected data to create tailored reports for different stakeholders, like banks, customers, and management based on VSME, but tailored to different needs.
- Collecting and storing data centrally helps to create different reports from the same database. There will be no outdated information or inconsistencies.

06 Automate repetitive reporting tasks

- Automate recurring activities, such as data requests, reminders, reviews, and validation workflows.
- Once set up in a proper software solution, these processes run consistently with minimal intervention.

07 Ensure full traceability of changes

- Track all updates, changes, and historical values across metrics and reporting periods.
- This provides a clear overview of reporting progress and data evolution at any time.

08 Use reporting statement templates

- Use pre-formulated reporting statement templates to create and update reports in seconds instead of wasting time formulating your own texts.
- These templates ensure VSME conformity, effortless updates, with no time wasted.

09 Stay legally safe and compliant

- Ensure that the right data, correct scope, compliant report structure, and creation are consistently applied.
- This minimizes legal uncertainty and liability risks associated with sustainability disclosures.

10 Choose a solution that can grow with you

- Start with today's voluntary VSME requirements, but ensure your reporting setup can easily expand to additional standards, custom metrics, and tailored reports as expectations evolve.

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