As wholly-owned subsidiary of Danone S.A., Aguas Danone Argentina is required to make its full B Impact Assessment transparent. The PDF contains a completed B Impact Assessment that has been reviewed by B Lab with Aguas Danone Argentina as part of their certification as a B Corporation. Answers to questions that would reveal sensitive information (e.g. that would advantage competitors or prejudice litigation) are highlighted with a "Sensitive" textbox.

Aguas	Danone Arger	ntina			Certified B Corporation
SCORE <b>88.7</b>	COMPLETION 100%	VERSION 6	NAME 2019 - Active	SECTOR  Manufacturing	SIZE 1000+

#### Governance

**OPERATIONS** 

# **Mission & Engagement**

1.0

### **Level of Impact Focus**

Describe your company's approach to creating positive impact.

This is an unweighted question that will not impact your score and is asked only for research/benchmarking purposes.

- O Creating positive social or environmental impact is not a focus for our business
- We occasionally think about the social and environmental impact of some aspects of our business, but not frequently.
- O We frequently consider our social and environmental impact, but it isn't a high priority in decision-making.
- We consistently incorporate social and environmental impact into decision-making because we consider it important to the success and profitability of our business.
- We treat our social and environmental impact as a primary measure of success for our business and prioritize it even in cases where it may not drive profitability.

Points Available: 0.00

#### **Mission Statement Characteristics**

Does your company's formal, written corporate mission statement include any of the following?

A formal written corporate mission statement is one that is either publicly facing or formally shared with the employees of the company. Please check all that apply.

1				•••
I IN	ได รถดเลโ	or environ	mental	commitment

- A general commitment to social or environmental responsibility (e.g. to conserve the environment)
- A commitment to a specific positive social impact (e.g. poverty alleviation, sustainable economic development)
- A commitment to a specific positive environmental impact (e.g. reducing waste sent to landfills through upcycled products)
- A commitment to serve a target beneficiary group in need (e.g. low-income customers, smallholder farmers)
- We have no written mission statement

Points Earned: 0.10 of 0.19

#### **Mission Statement**

Support

Please share the text of your formal mission statement h	nere.
--	-------

Please share the text of your formal mission statement here. Bring health through food

Points Available: 0.00

# **Social and Environmental Decision-Making**

Your answers determine which future questions in the assessment are applicable to your company.    Employee training that includes social or environmental issues material to our company or its mission     Manager roles with job descriptions that explicitly incorporate social and environmental performance     Performance reviews that formally incorporate social and environmental issues     Compensation and job descriptions of executive team members that include social and environmental performance     Board of Directors review of social and environmental performance     We measure our externalities in monetary terms and incorporate them into our financial balances     Other - please describe     None of the above     Points Earned: 0.15 of 0.38	
<ul> <li>□ Manager roles with job descriptions that explicitly incorporate social and environmental performance</li> <li>□ Performance reviews that formally incorporate social and environmental issues</li> <li>□ Compensation and job descriptions of executive team members that include social and environmental performance</li> <li>☑ Board of Directors review of social and environmental performance</li> <li>□ We measure our externalities in monetary terms and incorporate them into our financial balances</li> <li>□ Other - please describe</li> <li>□ None of the above</li> </ul>	
□ Performance reviews that formally incorporate social and environmental issues □ Compensation and job descriptions of executive team members that include social and environmental performance ☑ Board of Directors review of social and environmental performance □ We measure our externalities in monetary terms and incorporate them into our financial balances □ Other - please describe □ None of the above	
<ul> <li>□ Compensation and job descriptions of executive team members that include social and environmental performance</li> <li>☑ Board of Directors review of social and environmental performance</li> <li>□ We measure our externalities in monetary terms and incorporate them into our financial balances</li> <li>□ Other - please describe</li> <li>□ None of the above</li> </ul>	
■ Board of Directors review of social and environmental performance  We measure our externalities in monetary terms and incorporate them into our financial balances  Other - please describe  None of the above	
<ul> <li>□ We measure our externalities in monetary terms and incorporate them into our financial balances</li> <li>□ Other - please describe</li> <li>□ None of the above</li> </ul>	
Other - please describe  None of the above	
None of the above	
Points Earned: 0.15 of 0.38	
Social and Environmental Performance Training	
How are social or environmental performance principles and practices incorporated into employee	
training programs?	
Please check all that apply.	
Only included informally in orientation, training, or instruction	
Specific, formal training is integrated into new employee and new manager training	
Specific, formal training is integrated into ongoing employee and manager training	
Workers articulate goals and achievements related to social and environmental metrics as an individual or part of a workplace	eam
All supervisors and managers receive training on how to communicate social and environmental goals to employees and imple	
accountability for results	
☐ None of the above	
Points Earned: 0.13 of 0.38	

environmental performance on at least an annual basis?

O No, our Board doesn't review that
O Yes, the Board receives a general update on the company's social or environmental performance
• Yes, the Board reviews key performance indicators (KPIs) on the company's social or environmental performance
○ N/A - Our company has no Board of Directors or equivalent governing body

Points Earned: 0.38 of 0.38

Methods of Engagement
What methods does the company use to solicit feedback from stakeholders on its social and
environmental performance on material issues?
☐ Stakeholder surveys and /or focus groups
☐ Townhall meetings or forums
✓ Individual meetings with stakeholders or stakeholder representatives
☐ Stakeholder focused working groups and / or advisory panels ☐ Stakeholder advisory councils that report directly to senior executives and/or Board of Directors
Other
☐ None of the above
Points Earned: 0.13 of 0.38
Management of Material Social and Environmental Issues
How does your company identify, measure, and manage the most material social and environmental
issues relevant to your operations and business model?
✓ We track impact metrics that we've chosen based on company mission or executive decision
We have conducted a materiality assessment of our company using stakeholder engagement mechanisms or research
We have identified and measure metrics based on the results of the materiality assessment we conducted for the company
None of the above
Points Earned: 0.08 of 0.38
Identification of Material Issues
Based on the processes you have highlighted, what are the material issues that have been identified
Based on the processes you have highlighted, what are the material issues that have been identified? Circular packaging, circu
Points Available: 0.00
Frequency of Materiality Assessment Updates
How frequently does your company conduct or review its materiality assessment of social and
environmental issues?
Company conducts a complete materiality assessment or update at least every other year
Company conducts a complete materiality assessment every year
Company reviews or conducts a materiality assessment "update" every year

Ompany has created materiality review processes to identify and adjust material issues more frequently than annually

✓ None of the above

Points Available: 0.38

### Addressing Stakeholder / Human Rights Grievances

Does your company have any of the following practices to address stakeholder grievances and/or human rights allegations? Company issues a public report identifying cases surfaced from grievance mechanisms (and other human rights related allegations), along with company responses Company has evidence of successful remedy (to the satisfaction of the stakeholder affected) for all grievances in the last year Company has implemented or revised company practices, and publicly reported those changes, to mitigate concerns raised via grievance mechanism in the last year ✓ Human rights policies, reviews, and diligence mechanisms are overseen by the Board of Directors None of the above Points Earned: 0.10 of 0.38 **OPERATIONS Ethics & Transparency** Governance Structures What is the company's highest level of corporate oversight? Owner or Manager Governed (including Board of Directors with only owners/ executives) O Management, Executive Committee, or Democratic Governance O Non-Fiduciary Advisory Board Board of Directors (with at least one member who is not an executive or owner of the company) Points Earned: 0.36 of 0.36 **Governing Body Characteristics** Which of the following apply to your company's Board of Directors? Meets at least quarterly Requires minimum attendance rate for each board member Has budgetary authority to hire independent third-party consultants without management approval Conducts regular self-assessment of board performance Conducts regular independent assessment of board performance ☐ None of the above

Points Earned: 0.36 of 0.36

□ N/A - No Board of Directors

Governing Body Composition
Which of the following apply to your company's Board of Directors?
✓ Includes at least 50% independent members  ☐ All directors serve four or fewer other board mandates  ☐ Term limits are set in board bylaws  ☐ Requires separation of the board chair and chief executive positions  ☐ Company is a cooperative and elects Board from membership  ☐ None of the above  ☐ N/A - No Board of Directors  Points Earned: 0.18 of 0.73
Governing Body Stakeholder Representation
Does your company's Board of Directors have voting seats representing:
Select all that apply.
✓ Executive employees
✓ Non-executive employees
✓ Community expertise (e.g. local university representative)
Environmental expertise (e.g. environmental nonprofits)
Customers
<ul><li>☐ None of the above</li><li>☐ N/A - no Board of Directors</li></ul>
Points Earned: 0.09 of 0.18
Audit Committee Characteristics
Which of the following apply to the Audit Committee of your company's Board of Directors?
Please check all that apply.
Committee meets at least quarterly
✓ All Audit Committee members are independent
Procedures are in place for internal auditors to report directly to the Audit Committee in the case of concerns regarding the accurace and integrity of the financial reports
✓ All audit and non-audit fees of the independent auditor are disclosed
None of the above
□ N/A - No Audit Committee
N/A - No Board of Directors

Points Earned: 0.36 of 0.36

#### **Code of Ethics**

What is required by	your company's (	Code of Ethics?
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✓ Prohibition of bribes in any form, including kickbacks or gifts, on any portion of contract payments or soft dollar practices
✓ Formal oversight policy covering direct or indirect political contributions, charitable donations, and sponsorships
Public disclosure of financial and in-kind contributions to political parties, politicians, lobby groups, charitable organizations, and
advocacy groups
Other - please describe
☐ None of the above
□ N/A - No Code of Ethics
Points Earned: 0.24 of 0.36

#### Instruction on Code of Ethics

How does your company instruct employees regarding your Code of Ethics on behavioral expectations, bribery, and corruption?

Please check all that apply.

- ✓ We instruct the Board of Directors on the Code at least annually
- ✓ We instruct all newly hired workers on the Code
- ✓ We instruct managers on the Code on an ongoing basis
- ✓ We instruct all non-managerial workers on the Code on an ongoing basis
- ✓ We communicate changes to the Code whenever it is updated
- Other please describe
- No Code of Ethics or equivalent, or no training on the Code

Points Earned: 0.36 of 0.36

# **Breached Code of Ethics Breachment Policy**

In cases where there are material breaches to your company's Code of Ethics, what actions are formally outlined for your company?

✓ Breaches, including case details, are reported to Board of Directors
☐ Breaches, including case details, are reported publicly
Reported breaches are investigated promptly via independent party
✓ Employees are dismissed or disciplined if found in breach
Contracts with business partners in breach are terminated
Company makes improvements to anti-corruption program based on reported cases
Other - please describe
☐ None of the above
□ N/A - No Business Code of Conduct

### **Anti-Corruption Practices**

Which of the following anti-corruption reporting and prevention systems are in place? Written employee whistle-blowing policy with confidentiality policy Circulation of whistle-blowing policy to all employees and business partners Communication of the anti-corruption system at least annually to the relevant internal and external stakeholders Annual training on the anti-corruption system Providing supporting tools and guidance (e.g. self-assessment survey for high-risk departments) Anonymous mechanisms to report concerns and grievances Individual or department oversight with direct access to Board of Directors We take part of a collective action/coalition with governments, community-based organizations, NGOs and other businesses to act against corruption Other - please describe None of the above Points Earned: 0.36 of 0.36 **Monitoring Ethics and Corruption** Does your company do any of the following with regard to monitoring and reporting on your anticorruption programme? Responsibility for the monitoring has been clearly assigned and resources have been made available Mechanisms are in place for continuous monitoring (internal employee self-evaluations, automated controls monitoring) The management of the company (e.g. Board of Directors, Audit Committee) review the results of internal and external reviews and ensure that required changes are implemented in an appropriate and prompt manner External independent assurance is conducted to provide further security to management and stakeholders regarding the effectiveness of the anti-corruption programme Regular reporting announcements about the program are made at least annually to relevant internal and external stakeholders (workshops, CEO announcement, newsletter) ☐ None of the above Points Earned: 0.29 of 0.36 **Audited Financials** Does the company produce financials that are audited annually by an internationally accredited Certified Public Accountant (CPA)? Yes  $\bigcirc$  No

Points Earned: 0.36 of 0.36

#### **Financial Controls**

Does your company maintain any of the following financial controls?

Please check all that apply.

Fraud risk assessment is conducted at least annually and any internal control deficiencies identified are communicated to Board o Directors and senior management
✓ Formal internal audit department has direct access to the Board of Directors and Audit Committee
✓ Job descriptions for managers and employees clearly define lines of financial reporting, responsibilities, and limits for the authorization, approval, and verification of disbursements
Financial control activities are documented, and at a minimum, cover controls around cash disbursement, accounts receivable, accounts payable, and inventory management  Majority of financial controls are automated
None of the above

## **Company Transparency**

Points Earned: 0.36 of 0.36

What information does the company make publicly available and transparent?

Your answers determine which future questions in the assessment are applicable to your company.

	Beneficial	ownership	of the	company
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- Financial performance (must be transparent to employees at minimum)
- Social and environmental performance (e.g. impact reports)
- ✓ Membership of the Board of Directors
- ☐ None of the above

Points Earned: 0.18 of 0.36

# **Financial Transparency with Employees**

How does your company formally share financial information with full-time employees?

Exclude compensation data. Please check all that apply.

	11.7		
☐ We have no formal	documented process to share fin	nancial information with employe	es
Our company disclo	ses all financial information (exc	ept salary info) at least yearly	
✓ Our company disclo	ses all financial information (exc	ept salary info) at least quarterly	,
✓ In addition to sharin	g financials, our company also h	as an intentional education prog	ram around shared financials
☐ In addition to sharin	g financials with employees, our	company publicly reports its fina	ancial statements

Points Earned: 0.18 of 0.36

## **Governing Body Transparency**

What information does your company make transparent regarding your Board of Directors?

Please check all that apply.

- We publicly report member names, bios or CVs, and relationship, including any conflict of interest with the company
- ✓ We publicly report attendance rate of board meetings
- ✓ We publicly report remuneration of board members and chief executives
- ☐ None of the above

Points Earned: 0.36 of 0.36

**OPERATIONS** 

#### **Governance Metrics**

0.0

This section asks for your company to provide important financial information that will be referenced later in the assessment.

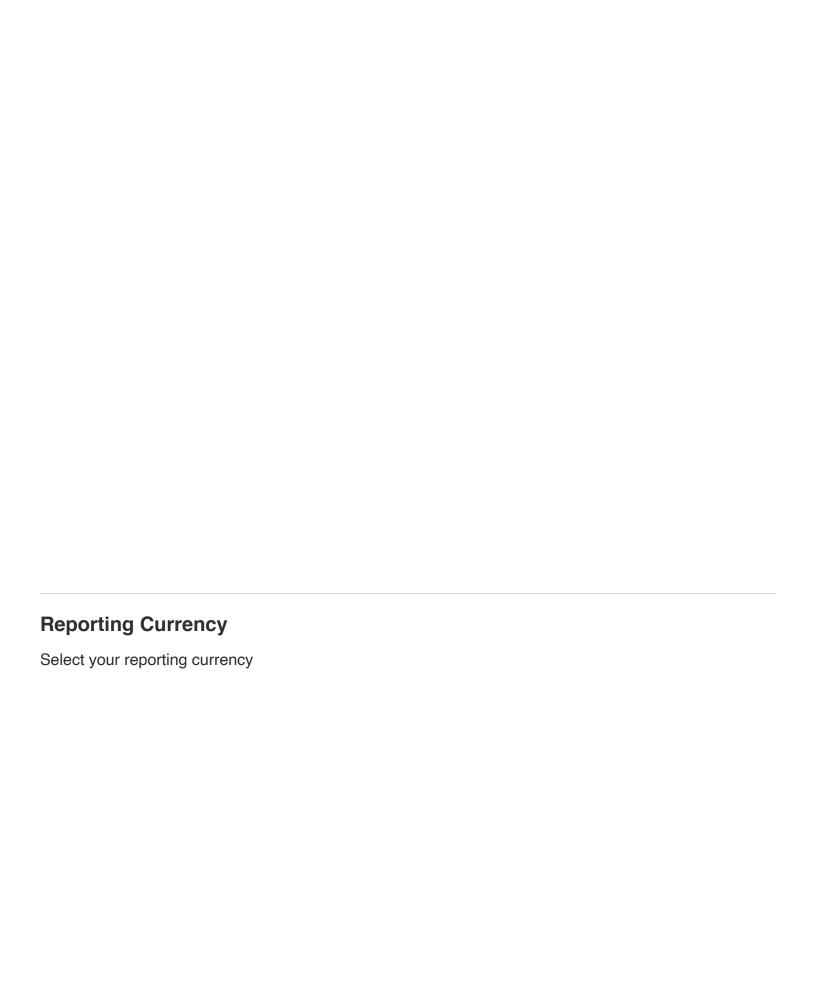
#### **Last Fiscal Year**

On what date did your last fiscal year end?

If your company has not yet completed its first fiscal year, please put your anticipated fiscal year end date.

On what date did your last fiscal year end? December 31st, 2019

Points Available: 0.00



OUS Dollar - USD
O Euro - EUR
O Australian Dollar - AUD
O Canadian Dollar - CAD
O Danish Krone - DKK
O Hong Kong Dollar - HKD
O Iceland Krona - ISK
O New Israeli Sheqel - ILS
O New Zealand Dollar - NZD
O Norwegian Krone - NOK
O British Pound - GBP
O Singapore Dollar - SGD
O Swedish Krona - SEK
O Swiss Franc - CHF
O Yen - JPY
O Zloty - PLN
Afghani - AFN
Algerian Dinar - DZD
Argentine Peso - ARS
O Armenian Dram - AMD
O Aruban Guilder - AWG
O Azerbaijanian Manat - AZN
O Bahamian Dollar - BSD
O Bahraini Dinar - BHD
OBaht - THB
O Balboa - PAB
O Barbados Dollar - BBD
O Belarussian Ruble - BYR
O Belize Dollar - BZD
O Bermudian Dollar - BMD
O Bolivar Fuerte - VEF
O Boliviano - BOB
O Brazilian Real- BRL
O Brunei Dollar - BND
Bulgarian Lev - BGN
Burundi Franc - BIF
Cape Verde Escudo - CVE
O Cayman Islands Dollar - KYD
O Cedi - GHS
O CFA Franc BCEAO - XOF
O CFA Franc BEAC - XAF
O CFP Franc - XPF
O Chilean Peso - CLP
O Colombian Peso - COP
O Comoro Franc - KMF
Congologo Erono CDE

U Congolese Franc - CDF
O Convertible Marks - BAM
O Nicaraguan Cordoba - NIO
O Costa Rican Colon - CRC
O Croatian Kuna - HRK
O Cuban Peso - CUP
O Czech Koruna - CZK
O Dalasi - GMD
O Denar - MKD
O Djibouti Franc - DJF
O Dobra - STD
O Dominican Peso - DOP
O East Caribbean Dollar - XCD
O Egyptian Pound - EGP
O El Salvador Colon - SVC
O Ethiopian Birr - ETB
Falkland Islands Pound - FKP
O Fiji Dollar - FJD
O Forint - HUF
Gibraltar Pound - GIP
O Gourde - HTG
O Guarani - PYG
O Guinea Franc - GNF
O Guyana Dollar - GYD
O Hryvnia - UAH
O Indian Rupee - INR
O Iranian Rial - IRR
O Iraqi Dinar - IQD
O Jamaican Dollar - JMD
O Jordanian Dinar - JOD
Kenyan Shilling - KES
O Kina - PGK
O Kip - LAK
O Kroon - EEK
O Kuwaiti Dinar - KWD
O Kwacha - MWK
O Kwanza - AOA
O Kyat - MMK
O Lari - GEL
Catvian Lats - LVL
C Lebanese Pound - LBP
C Lek - ALL
Clempira - HNL
Cleone - SLL
C Liberian Dollar - LRD
C Libyan Dinar - LYD
○ Lilangeni - SZL ○ Lithuanian Litas - LTL
O Lithuanian Litas - LTL

U LUII - LOL
O Malagasy Ariary - MGA
O Malaysian Ringgit - MYR
O Manat - TMT
O Mauritius Rupee - MUR
O Metical - MZN
O Mexican Peso - MXN
O Moldovan Leu - MDL
O Moroccan Dirham - MAD
O Mvdol - BOV
O Naira - NGN
O Nakfa - ERN
O Namibia Dollar - NAD
O Nepalese Rupee - NPR
O Netherlands Antillian Guilder - ANG
O New Leu - RON
O New Taiwan Dollar - TWD
O Ngultrum - BTN
O North Korean Won - KPW
O Nuevo Sol - PEN
Ouguiya - MRO
O Pa'anga - TOP
O Pakistan Rupee - PKR
O Pataca - MOP
O Peso Uruguayo - UYU
O Philippine Peso - PHP
O Pula - BWP
O Qatari Rial - QAR
O Quetzal - GTQ
O Rufiyaa - MVR
O Rupiah - IDR
O Russian Ruble - RUB
O Rwanda Franc - RWF
O Saint Helena Pound - SHP
O Saudi Riyal - SAR
O Serbian Dinar - RSD
O Seychelles Rupee - SCR
O Solomon Islands Dollar - SBD
O Som - KGS
O Somali Shilling - SOS
O Somoni - TJS
O Sri Lanka Rupee - LKR
O Sudanese Pound - SDG
O Surinam Dollar - SRD
O Syrian Pound - SYP
O Taka - BDT
O Tala - WST
O Tanzanian Shilling - TZS
O Tanga K7T

	∪ rerige - rz r
	O Trinidad and Tobago Dollar - TTD
	O Tugrik - MNT
	O Tunisian Dinar - TND
	O Turkish Lira - TRY
	O UAE Dirham - AED
	O Uganda Shilling - UGX
	O Uzbekistan Sum - UZS
	O Vatu - VUV
	O Viet Nam Dong - VND
	O Yuan Renminbi - CNY
	O Rand - ZAR
	O Rial Omani - OMR
	○ Riel- KHR
	O Yemeni Rial - YER
	○ Won - KRW
	O Zambian Kwacha - ZMW
	O Zimbabwe Dollar - ZWL
Po	ints Available: 0.00

### **Revenue Year Before Last**

Total Earned Revenue

From the fiscal year before last

If your company has not yet completed its first fiscal year, please put \$0

#### **Revenue Last Year**

Total Earned Revenue

From the last fiscal year

This question will be used for scored calculation questions later in the assessment. Please complete for accurate scoring. If your company has not yet completed its first fiscal year, please put \$0

Net Income Last Year		
Net Income		
From the last fiscal year		
f your company has not yet completed its first fiscal year, please put \$0		
Net Income Year Before Last		
Net Income		
From the fiscal year before last		
Payments to Government		
Payments to government in the last fiscal year		
Select N/A if company is pre-revenue.		
Payments to government in the last fiscal year 1240253524		
☐ We do not track this		

Mission Locked- Impact Business Model

Points Available: 0.00

IMPACT BUSINESS MODELS

10.0

Recognizes corporate forms and amendments that preserve mission and/or considers stakeholders regardless of company ownership

#### **Mission Lock**

Separate from a mission statement, what has your company done to legally ensure that its social or environmental performance is a part of its decision-making over time, regardless of company ownership?

Signed a contract or Board resolution committing to adopting a legal form that requires consideration of all stakeholders (e.g. signed B Corp Agreement)
Adopted a specific legal entity or governance structure that preserves mission over time, but does not require consideration of all stakeholders in its decision-making (e.g. cooperative)
As a company wholly owned by another company that has not done so, amended corporate governing documents or adopted a legal entity or governance structure that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation)
• As an independent or publicly-owned business, amended corporate governing documents or adopted a legal entity or governance structure that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation)  None of the above

Points Earned: 10.00 of 10.00

### **Workers**

**OPERATIONS** 

# **Workers Impact Area Introduction**

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0.0

This section gives you a chance to articulate the qualifications for being considered a worker in the company before answering related questions.

# **Majority Hourly vs. Salaried Workers**

Are the majority (greater than 50%) of your employees paid on a fixed salary or a daily or hourly wage?

This is a REQUIRED question that determines the set of additional questions your company will respond to regarding your employee impact.

Fixed Salary

O Daily or hourly wage

Points Available: 0.00

# **Use Of Contracted Labor**

Is any of your company's labor performed by subcontracted organizations or individuals, such as outsourced staffing services or independent contractors?

Your answers determine which future questions in the assessment are applicable to your company.				
Yes, some of our labor is contracted to third party subcontractors that manage staff on our behalf				
☐ Yes, we hire individual independent contractors who are contracted to work 20+ hours per week for the company indefinitely, or for longer than a 6 month period				
☐ While we utilize independent contractors, they do not work for us greater than 20 hours per week for longer than a 6 month period ✓ None of the above				
Points Available: 0.00				
Workers Impact Business Model Introduction				
Is your company structured to benefit its employees in either of the following ways?				
Your answers determine which future questions in the assessment are applicable to your company.				
Ownership structures that provide significant equity (>40%) and empowerment to all employees (e.g. employee-owned companies, cooperatives)				
Providing high quality jobs or professional development for individuals with chronic barriers to employment (workforce development programs)				
✓ None of the above				
Points Available: 0.00				
# of Full Time Workers				
Number of Total Full-Time Workers				
Current Total Full-Time Workers				
Current Total Full-Time Workers 940				
☐ We do not track this				
Points Available: 0.00				
# of Full Time Workers Last Year				
Number of Total Full-Time Workers				
Total full-time workers twelve months ago				
Total full-time workers twelve months ago 1033  We do not track this				

Points Available: 0.00

# of Part Time Workers	
Number of Total Part-Time Workers	
Current Total Part-Time Workers	
Current Total Part-Time Workers 2	
☐ We do not track this	
Points Available: 0.00	
# of Part Time Workers Last Year	
Number of Total Part-Time Workers	
Total part-time workers twelve months ago	
Total part-time workers twelve months ago 4	
☐ We do not track this	
Points Available: 0.00	
# of Temporary Workers	
Number of Total Temporary Workers	
Current Total Temporary Workers	
Current Total Temporary Workers 24	
☐ We do not track this	
Points Available: 0.00	
# of Temporary Workers Last Year	
Number of Total Temporary Workers	
Total temporary workers twelve months ago	
Total temporary workers twelve months ago 43	
☐ We do not track this	
Points Available: 0.00	

**Financial Security** 

OPERATIONS

5.8

### **Lowest Paid Wage**

What is the company's lowest wage as calculated on an hourly basis?

Please exclude students and interns in this calculation.

# % of Employees Paid Individual Living Wage

What percentage of employees on an FTE (Full Time Equivalent) basis are paid at least the equivalent of a living wage for an individual?

Please exclude students and interns in this calculation.

	~75°	/_
$\cup$	<137	C

O 75-89%

090-99%

0 100%

O N/A

Points Available: 2.52

# % of Employees Paid Family Living Wage

What percentage of employees on an FTE (Full Time Equivalent) basis are paid at least the equivalent of a living wage for a family?

Please exclude students and interns in this calculation.

( )	-750/
\ /	

O 75-89%

090-99%

0 100%

O 75%+

O N/A

Points Available: 2.52

# % Above the Minimum Wage

What percentage above the legal minimum wage does your lowest-paid hourly employee earn?

0% - Lowest wage is equivalent to minimum wage	)
O 1-9%	
O 10-29%	
○ 30-49%	
0.50-75%	

Points Available: 1.26

# **Initiatives To Increase Wages and Benefits**

If it is not possible to verify a living wage in your country, has your company participated in any leadership initiatives/agreements to increase wages or benefits to workers provided in your country or industry?

industry?
Examples include commissioning a living wage calculation. Select N/A if living wage already exists.
○ Yes
No     No
O N/A - Living wage already exists
Points Available: 1.26
Compensation Policies and Practices
Does your company offer any of the following additional financial benefits to non-executive workers?
Your answers determine which future questions in the assessment are applicable to your company.
Cost of living adjustments that match inflation rates of the country
✓ Bonuses or profit-sharing
✓ Employee ownership opportunities
☐ None of the above
Points Earned: 0.84 of 1.26

# **Employees Receiving a Bonus**

What percentage of full-time and part-time employees, excluding founders and executives, received a monetary bonus in the last fiscal year?

## **Significance of Bonuses**

What was the equivalent percentage of profits that were distributed as bonuses to non-executive workers in the last fiscal year?

## % Participation in Employee Ownership

What percentage of all full-time employees have been granted stock, stock options, or stock equivalents (including participation in an ESOP or other qualified ownership plans) in the company?

Select N/A if your company is a consumer/shared services cooperative, a producer cooperative or a nonprofit.

○ 0%
O 1-24%
O 25-49%
○ 50-74%
○ 75-99%
0 100%
○ N/A

Points Earned: 1.26 of 1.26

# % of Company Owned by Non-Executive Employees

What percentage of the company is owned by workers who are not executives or founders?

○ 0% ● 1-4% ○ 5-24% ○ 25-49% ○ 50%+ ○ N/A ○ Don't Know

Points Earned: 0.63 of 2.52

Retirement Programs	
Do employees have access to any of the following savings programs for retirement?	
<ul> <li>✓ Government-sponsored pension or superannuation plans</li> <li>□ Private Pension or Provident Funds</li> <li>□ Plan that specifically includes Socially-Responsible Investing option</li> <li>□ None of the above</li> </ul>	
Points Earned: 0.94 of 1.26	
Financial Services for Employees	
What financial products, programs, or services does your company provide that help to meet financial health needs of hourly employees?	ancial
Check all that apply.  □ Direct deposit □ Access to free or affordable banking services or payroll cards (e.g. free ATM debit card) □ Financial management tools or coaching □ Emergency or short-term savings programs □ Low-interest or interest-free loans □ Debt management, refinancing, or loan payment contributions □ Employer match for deposits into savings accounts □ Paychecks issued off-schedule on a need basis □ Tax preparation services □ Other - please describe □ None of the above □ N/A - We do not employ hourly workers	
Points Available: 0.63	
Health, Wellness, & Safety	ERATION: <b>8.</b> 7

# **Government Provision Of Healthcare**

How is healthcare provided in the country where the majority of employees reside?

- O Universal Provision of Basic Healthcare Services (e.g. United Kingdom)
- Ogovernment-mandated or -provided health insurance programs (e.g. Switzerland)
- O None of the Above

Points Available: 0.00

Healthcare Coverage						
What percentage of employees is eligible for health care benefits either through company or povernment plan?						
Points Earned: 1.11 of 1.11						
Supplementary Health Benefits						
What benefits does your company provide to all full-time tenured workers to supplement government programs?						
✓ Disability coverage or accident insurance ✓ Life insurance ✓ Private dental insurance						
✓ Private supplemental health insurance ✓ Extension of health benefits to spouse and children						
Access to local medical services or clinic (on-site or subsidized)  Other - please describe						
☐ None of the above						
Points Earned: 1.11 of 1.11						
Overale mental and the Deposite Elimibility for Dept Time Western						

# **Supplementary Health Benefits Eligibility for Part-Time Workers**

When do part-time workers become eligible to participate in the supplementary benefits offered by your company?

If applicable, please select one answer indicating tenure requirements (answers 1-2), and one answer indicating weekly hour requirements (answers 3-4).

Part-time workers are not eligible at time of hire, but become eligible to participate within their first 6 months of employment
✓ Part-time workers are eligible to participate at time of hire
Part-time workers are only eligible if they work more than 20 hours a week
Part-time workers are eligible even if they work less than 20 hours a week
☐ We do not offer supplementary health benefits to part-time workers
☐ N/A - We don't have part-time employees

Points Earned: 0.56 of 1.11

## **Worker Safety Practices**

What are your company's occupational health and safety policies?

- ✓ We have written policies and practices to minimize on-the-job employee accidents and injuries
- ✓ Data on injury, accident, lost, or absentee days are recorded and made transparent for all workers
- ✓ A worker health and safety committee helps monitor and advise on health and safety programs
- None of the above

Points Earned: 1.11 of 1.11

# **Health and Safety Program**

What is required in your company's formal safety and health program?

- ✓ Annual safety and health training for all workers, including at least one emergency drill per year
- ✓ Data on injury, accident, lost, or absentee days are recorded and made transparent for all workers
- Formal safety reporting system for employees to submit their safety concerns
- A safety position, safety committee, or safety program representative who reports to a senior level position (e.g. Vice President or higher)
- A documented standard procedure for investigating the root causes of accidents and major incidents
- Implementation of corrective actions after an incident is investigated
- An annual evaluation of the safety and health system and includes senior management in the evaluation
- We have no formal safety and health program

Points Earned: 2.22 of 2.22

### **Handling Hazardous Materials**

What are your company policies around hazardous or dangerous materials on-site?

Hazardous materials include chemicals, gasoline or fuel, fertilizer, pesticides, etc.

- All workers who are in contact with hazardous materials receive initial and on-going (at least twice yearly) training for proper storage, handling, and disposal of materials
- All workers who handle hazardous materials are required to wear protective gear, including clothing, eye and foot protection
- All workers are made aware of all health risks associated with handling hazardous materials
- We monitor the health of all workers who work with hazardous materials and provide them with annual health check-ups
- Other please describe
- None of the above
- N/A No hazardous or dangerous materials used on-site

Points Earned: 1.11 of 1.11

## **Machinery Practices**

What are your company practices regarding equipment or machinery used by workers?

This includes machinery, vehicles, etc. Check all that apply. Select N/A only if the company has no equipment.

- All workers who use equipment receive initial and ongoing training on proper operation and emergency shut-off of the machinery
- All workers are required to wear appropriate protective gear, including clothing, eye, and foot protection, when working with machinery
- ✓ We regularly inspect whether our workers are using appropriate protective gear and operating machinery correctly
- Our machinery is checked at least once per year for necessary maintenance issues
- Signs regarding hazards and proper use of equipment are posted on or near equipment in the local language
- Other please describe
- ☐ None of the above
- □ N/A

Points Earned: 1.11 of 1.11

# **Indoor Air Quality Audits**

What is included in your company's annual indoor air quality audit of all company facilities?

Select all options that apply.

<b>~</b>	No smoking	within 25	feet of	building	entrances

- Compliance with the following criteria in ASHRAE Standard 62.1 1010, Ventilation for Acceptable Indoor Air Quality: Ventilation rates for applicable spaces meeting combined outdoor air rate in cfm per person shown in Table 6.1 (Compliance may be shown through CO2 measurement, BMS data or volumetric measurements.)
- Compliance with Table 5.1, Air Intake Minimum Separation Distances
- Compliance with Operations and Maintenance Section 8 via documented O&M records
- HVAC Filters ASHRAE 52.1 2007 MERV rating of at least 8, with no air by pass
- Temperature and relative humidity levels in compliance with ASHRAE Standard 55
- ☐ Written IAQ Compliant response policy
- None of the above

Points Earned: 0.37 of 1.11

**OPERATIONS** 

**Career Development** 

2.7

# **Formal Employment**

What percentage of individuals working for the company are formally employed on the payroll of the company?
<ul> <li>○ 0%</li> <li>○ 1-24%</li> <li>○ 25-49%</li> <li>○ 50-74%</li> <li>○ 75-99%</li> <li>⑤ 100%</li> </ul> Points Earned: 0.50 of 0.50
Professional Development Policies and Practices
Does your company provide any of the following training opportunities to workers for professional development?
Your answers determine which future questions in the assessment are applicable to your company.
✓ We have a formal onboarding process for new employees
✓ We offered ongoing training on core job responsibilities to employees within the last year
☐ We have a policy to encourage internal promotions and hiring for advanced positions (e.g. posting job openings internally first)
✓ We provide cross-skills training for career advancements or transitions (e.g. management training for non-managers)
We provide non-career-specific life-skill training (e.g. financial literacy, English as a Second Language)
✓ We facilitate or have an allocated budget for external professional development opportunities, (e.g. conference attendance, online trainings)
✓ We provide reimbursements or programs for intensive continuing education credentials (e.g. college degrees, professional licensures)
None of the above
Points Earned: 0.47 of 0.50
Amount of Training for New Hires
What was the average amount of training that a newly hired worker received in the past twelve months
Jse average of both full-time and part-time employees.
○ No training
On-the-job training (one day to one week)
On-the-job training (one week to one month)
O Apprenticeship or technical training (over one month)
○ N/A - No new hires during the last 12 months

Points Earned: 0.17 of 0.50

#### **Employee Review Process**

Which of the following is included or applies to your company's formal process for providing performance feedback to employees?

•	' '		
Check all that apply.			
✓ Process has a re	egular schedule and is conducted at le	east annually	
$\Box$ Peer and subord	linate input		
Written guidance	e for career development		
Social and environ	onmental goals		
Clearly-identified	d and achievable goals		
A 360-degree fee	edback process		
All tenured emplo	oyees receive feedback		
☐ None of the above	ve		
Points Earned: 0.80	of 1.00		

#### **Internal Promotions**

What percentage of employees has been internally promoted within the last 12 months?

Exclude material owners in your calculation.

○ 0% ○ 1-5%

**6**-15%

O 15%+

Points Earned: 0.33 of 0.50

# **Intern Hiring Practices**

How does your company manage the hiring and treatment of interns?

Check all that apply. If there is no third party living wage calculated for your country of operations, please do not select "payment of a living wage."

We have a formalized policy or program outlining the objectives of internships or internship programs for participants

We partner with education institutions to provide internship opportunities or work-study programs

☐ We pay interns a living wage

✓ Our interns receive formal performance reviews

Our interns have a formal opportunity to provide feedback on experience

✓ We have hired interns on as full-time permanent employees in the past two years

✓ Intern tenures are restricted to not exceed one year if interns are not currently enrolled in school

None of the above

N/A - Our company does not employ interns

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### **Skills-Based Training Participation**

Excluding newly hired workers, what % of full-time and part-time workers received the following types of formal training during the last 12 months?

Skills-based training to advance core job responsibilities

0%
1-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.22 of 0.30

# **Cross-Job Skills Training Participation**

Excluding newly hired workers, what % of full-time and part-time workers received the following types of formal training during the last 12 months?

Skills-based training on cross-job functions beyond regular responsibilities (e.g. public speaking training, management training for non-managers)

0%
1-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.22 of 0.30

### **External Professional Development Participation**

What percentage of full-time workers has participated in external professional development or lifelong learning opportunities in the past fiscal year?

Professional development should be paid for in advance, reimbursed or subsidized by the company.

○ 0% ○ 1-24% ○ 25-49% ○ 50-74% ○ 75%+

Points Available: 0.60

**OPERATIONS** 

# **Employee Handbook Information**

L. A. C.
What is included in your company's written and accessible employee handbook?
✓ A non-discrimination statement
An anti-harassment policy with reporting mechanisms, processes, and disciplinary procedures
✓ A statement on work hours
✓ Policies on pay and performance issues
✓ Policies on benefits, training and leave
✓ Grievance resolution process
☐ Disciplinary procedures and possible sanctions
A neutrality statement regarding workers' right to bargain collectively and freedom of association
✓ Prohibition of child labor and forced or compulsory labor
☐ We have no written employee handbook
Points Earned: 0.23 of 0.23
Non-Discrimination Policy
What is covered in your company's written non-discrimination policy on hiring and the workplace?
Please check all that apply.
✓ Gender
✓ Race
✓ Color
✓ Disability
☐ Political opinion
Sexual orientation
✓ Age
✓ Religion
☐ HIV status
☐ We have no written non-discrimination policy
Points Earned: 0.23 of 0.23
Paid Sacandary Caragiyar Lagya
Paid Secondary Caregiver Leave
What secondary parental leave policies are available to your workers, either through your company or
government program?
Select all that apply, but only select one answer indicating the total amount of paid time equivalent (answers 2-4). See "Learn" for further instructions.
Workers receive unpaid time off for secondary parental leave
✓ Workers receive unpaid time on for secondary parental leave
Workers receive between 2 to 5 weeks (or full pay equivalent) paid leave
— Francia receive political Lie o trocke (or fall pay equivalent) pala leave

☐ Workers receive greater than 5 weeks (or full pay equivalent) paid leave

No accordant corogiver locus is affored to ampleyees

 $\square$  Policy does not distinguish between primary and secondary caregiving, or provides equivalent time and pay to both

□ INO Secondary caregiver leave is offered to employees	
Points Earned: 0.18 of 0.45	
Supplementary Benefits	
What supplementary benefits are provided to a majority of non-managerial workers?	
Including full time and part time employees. Please check all that apply.	
☐ Free transportation or transit subsidy	
✓ Free or subsidized meals	
✓ On-site or subsidized childcare	
Free or subsidized housing	
✓ Other - please describe  ☐ None of the above	
Points Earned: 0.91 of 0.91	
How does your company engage and empower workers?  We have formalized feedback and complaint mechanisms beyond direct reporting lines to address concerns and impractices  We have processes in place to provide input from employees prior to operational and/or strategic policy or practice of Employee complaint / input mechanisms are reviewed at least every other year, with input from employees themselve process  Company tracks usage of input/ feedback / complaint mechanisms and resolution / implementation rates  We have adopted open book management or self-management principles within the workplace  Workers have opportunity to elect member(s) to the Board of Directors  Other - please describe  None of the above	hanges
Worker / Management Conflict Mediation	
Has your company identified one of the following designated agents to mediate complaints o between workers or workers and management?	r issues
☐ An informally-designated worker who passes information to other workers  ✓ Union representative	

An informally-designated worker who passes information to other workers
✓ Union representative
✓ Human Resources-designated representative
Employee Representative who has been mutually-designated by company management and employees
☐ Third-party ombudsman
Other - please describe
☐ None of the above

Points Earned: 0.45 of 0.45

# **Surveying and Benchmarking Engagement and Attrition**

Does your company monitor and evaluate your worker satisfaction and engagement in any of the following ways?

Your answers determine which future questions in the assessment are applicable to your company.	
✓ We calculate employee attrition rate	
☐ We benchmark employee attrition rate to relevant benchmarks	
✓ We regularly (at least once a year) conduct employee satisfaction or engagement surveys	
✓ We benchmark employee satisfaction to relevant industry benchmarks	
✓ We disaggregate calculations based on different demographic groups to identify trends	
☐ We outperform industry benchmarks on attrition	
✓ We outperform industry benchmarks on satisfaction	
☐ None of the above	
Points Earned: 0.45 of 0.45	

# **Departed Employees**

Number of full-time and part-time workers that departed or left the company in the last twelve months Enter 0 if None.

# **Employee Satisfaction**

What percent of your employees are "Satisfied" or "Engaged"?

Select N/A if satisfaction or engagement is not formally surveyed.

O<65%
O 65-80%
<b>0</b> 81-90%
○90%+
○ N/A

Points Earned: 0.68 of 0.91

#### **Labor Practices Review**

Have your company's labor practices been certified or reviewed by an independent third party during the last 12 months?

✓ No
☐ 50%+ of company's operations have been reviewed or certified
☐ We conducted human rights reviews beyond what is required by law
Our compliance reports are shared with stakeholder (e.g. workers, suppliers, NGOs, government)

Points Available: 0.45

# **Labor Rights Training**

What percentage of employees has received specialized training on policies and procedures concerning aspects of labor or human rights that are relevant to the company's operations?

O None

0 1-24%

○ 25-49%

○ 50-74%

○ 75%+

Points Earned: 0.11 of 0.45

**OPERATIONS** 

# **Engagement & Satisfaction (Salaried)**

2.0

# **Number of Paid Days Off**

What is the annual minimum number of paid days off (including holidays) for full-time employees?

0-15 work days

16-22 work days

23-29 work days

30-35 work days

0 36+ work days

Points Earned: 1.00 of 1.00

# **Paid Primary Caregiver Leave for Salary Workers**

Which of the following describe the primary parental leave policies for salaried workers, either through the company or government program?

the demparty of government program.	
If applicable, please select one answer indicating total time off (answers 1-3), and one answer indicating fully paid time of	
Primary caregivers receive 4-12 weeks of time off for parental leave (including unpaid and paid leave)	
Primary caregivers receive 12 weeks to 6 months of time off for parental leave (including unpaid and paid leave)	
✓ Primary caregivers receive 6 months or more of time off for parental leave (including unpaid and paid leave)	
$\square$ 5-12 weeks of primary parental leave (or equivalent) is fully paid	
☐ 12-18 weeks of primary parental leave (or equivalent) is fully paid	
18-24 weeks of primary parental leave (or equivalent) is fully paid	
21+ weeks of primary parental leave (or equivalent) is fully paid	
Primary caregivers receive less than 4 weeks off or no time off for parental leave	OPERATION
Community Impact Area Introduction	0.0
This section of the assessment identifies specific ways that a company's business model may be designated for Salaried Workers.	gned to deliver a
Worthware the company during the lamonths?  Does your company's business model create a specific positive benefit for stakeholders so Calculation should include voluntary and involuntary separation, but exclude workers dismissed with cause. Charitable partners, vendors or suppliers in need, or your local community?	
Points Available: 0.00	OPERATION:
Diversity, Equity, & Inclusion	3.1
Inclusive Hiring Practices	
How does your company create an inclusive recruiting and hiring process?	
<ul> <li>✓ We include a statement in all our job postings with a commitment to diversity, equity, and inclusion</li> <li>✓ We don't ask about incarceration history during our application process</li> <li>☐ We conduct anonymous or "blind" reviews of applications or resumes without attaching names or identifiable changes actively recruit through organizations or services that serve individuals from underrepresented populations</li> </ul>	
✓ We conduct analyses of our job description language and requirements to ensure they are inclusive and equitab	le

Points Earned: 0.40 of 0.54

☐ None of the above

# **Diverse Ownership and Leadership**

Is your company majority-owned or -led by individuals from any of the following underrepresented groups?

Please select all that apply.	
Led by a woman	
Led by an individual from an underrepresented racial or ethnic minority	
Led by another underrepresented individual (veterans, LGBT, etc.)	
☐ Majority owned by women	
Majority owned by individuals from underrepresented racial or ethnic minorities	
Majority owned by other underrepresented individuals (veterans, LGBT, etc.)	
✓ None of the above	
Points Available: 0.54	
Inclusive Work Environments	
How does your company create an equitable and inclusive workplace for employees?	
✓ We have designated an individual or group explicitly responsible for diversity, equity, and inclusion (i.e. a Diversity Manager or Inclusion Committee)	
✓ We offer trainings for all employees on topics related to diversity, equity, and inclusion	
☐ We have voluntary employee resource or affinity groups	
Our facilities are designed to meet accessibility requirements for individuals with physical disabilities	
Our facility restrooms are gender-neutral or gender-inclusive	
We have programs in place to provide mentorship, apprenticeships, or internships for individuals from underrepresented groups	
☐ We accommodate learning or emotional disabilities in work processes and workplace policies	
None of the above	
Points Earned: 0.22 of 0.54	
Management of Diversity, Equity, and Inclusion	
How does your company manage and improve your workplace diversity and inclusivity?	
☐ We anonymously survey employees on gender identity, race/ethnicity, disability status, and other demographic factors to track the diversity of our workforce	
✓ We have set specific, measurable diversity improvement goals that are reviewed by senior executives or our Board of Directors	
✓ We have conducted a pay equity analysis by gender, race/ethnicity, or other demographic factors and, if necessary, implemented	
equal compensation improvement plans or policies	
✓ We analyze job categories, satisfaction, promotion, retention rates, or benefits by different demographic groups, and if necessary,	
have implemented corrective actions for inequitable results	
We specifically analyze diversity, equity, and inclusion data for individuals who are part of multiple underrepresented groups	
☐ None of the above	

# **Measurement of Diversity**

What attributes of a diverse workforce does your company track, either through anonymous surveys or other methods legal in your jurisdiction?

other methods legal in your jurisdiction?
If collecting this type of demographic data is not legal in your jurisdiction, select None of the Above.
☐ Socioeconomic status (as determined by low income residence, education level, etc.)
Race or ethnicity
✓ Gender
✓ Age
☐ Other - please describe
☐ None of the above
Points Earned: 0.27 of 0.54
Women Workers
How many of your workers identify as women?
O 0%
O 1-9%
<ul><li>10-24%</li></ul>
O 25-39%
○ 40-49%
O 50%+
○ Don't know
Points Earned: 0.18 of 0.54
Age Diversity in Workforce
What percentage of your workforce is either under the age of twenty four or over the age of fifty?
O 0%
O 1-9%
● 10-19%

Points Earned: 0.27 of 0.54

○ 20-29% ○ 30%+ ○ Don't Know

# **High to Low Pay Ratio** What multiple is the highest compensated individual paid, inclusive of bonus, as compared to the lowest paid full-time worker? >20x ○ 16-20x O 11-15x ○ 6-10x ○ 1-5x Points Available: 0.54 **Female Management** How many of your company managers identify as women? 00% 01-9% 0 10-24% O 25-39% 0 40-49% ○ 50%+ O Don't know O N/A Points Earned: 0.54 of 0.54 **Management from Underrepresented Populations** How many of your company managers identify as from another underrepresented social group? If collecting this type of demographic data is not legal in your jurisdiction, select Don't Know. 0% 01-9%

Points Available: 0.54

○ 10-19% ○ 20-29% ○ 30%+ ○ Don't know

Female Executives
low many of your company executives identify as women?
O%
○ 1-9%
O 10-24%
<b>25-39%</b>
O 40-49%
○ 50%+
O Don't know
○ N/A
Points Earned: 0.36 of 0.54
Executives from Underrepresented Populations
low many of your company executives identify as from another underrepresented social group?
O%
O 1-9%
O 10-19%
O 20-29%
○ 30%+
On't know
○ N/A
Points Available: 0.54
emale Directors
low many of your company Board Directors identify as women?
O%
O 1-9%
O 10-24%
O 25-39%
<b>0</b> 40-49%
○ 50%+
O Don't know
○ N/A

Points Earned: 0.54 of 0.54

### **Directors from Underrepresented Populations**

·
How many of your company Board Directors identify as from another underrepresented social group?
If collecting this type of demographic data is not legal in your jurisdiction, select N/A.
○ 0%
O 1-9%
O 10-19%
O 20-29%
○ 30%+
O Don't know
○ N/A
Points Available: 0.54
Supplier Diversity Policies or Programs
Does your company have any of the following policies or programs in place to promote diversity within
your supply chain?
☐ We track diversity of ownership among our suppliers
<ul> <li>We have a policy to give preferences to suppliers with ownership from underrepresented populations</li> </ul>
☐ We have formal targets to make a specific percentage of purchases from suppliers with diverse ownership
☐ We have a formal program to purchase and provide support to suppliers with diverse ownership
✓ None of the above
N/A - Collecting supplier data or having preferential treatment policies is illegal in my country of operations
Points Available: 0.27
Supplier Ownership Diversity
What paraentage of your purchases were from companies that are majority owned by women or
What percentage of your purchases were from companies that are majority-owned by women or
individuals from underrepresented populations?
O%
O 1-9%
O 10-24%
O 25-39%
O 40-49%

Points Available: 0.54

○ 50%+ ○ Don't Know

#### **Geographic Structure and Scope**

We realize for large companies that have numerous facilities and multinational operations, the definition of local is potentially complex. Please briefly describe the structure of your company geographically, including the location and number of employees located at your headquarters and largest facilities. Also state the total number of facilities managed by your company.

We realize for large companies that have numerous facilities and multinational operations, the definition of local is potentially complex. Please briefly describe the structure of your company geographically, including the location and number of employees located at your headquarters and largest facilities. Also state the total number of facilities managed by your company. ADA has its headquarter

Points Available: 0.00

#### **New Jobs Added Last Year**

Number of full-time and part-time jobs that have been added to your company's payroll. Enter 0 if none or if your company has no workers.

Last twelve months:

Last twelve months:

We do not track this

Points Available: 0.00

#### **Job Growth Rate**

How many of your company's full-time and part-time jobs were newly created over the last twelve months AND pay a living wage?

If there is no living wage data available for your country of operations, include new jobs that pay 10% or more above a minimum wage.

○ 0% (Has not grown on net basis)○ 1-5%○ 6-15%○ >15%

Points Available: 3.64

### **Local Purchasing and Hiring Policies**

What written local purchasing or hiring policies does your company have in place?

✓ Written preference at each facility to purchase from local suppliers
☐ Formal targets or goals for the amount of local purchasing
Ready-to-use lists of preferred local suppliers and vendors for specific facilities
☐ Written preference for hiring and recruiting local managers with equitable compensation
✓ Preference for hiring and recruiting local staff (management and non-management) with training for employees
☐ Incentives for staff to live within 40 km of local company facility
Other - please describe

— p
☐ No written local purchasing or hiring policies in place
Points Earned: 0.91 of 0.91
National Sourcing
What percentage of your company's Cost of Goods Sold (including value-adding activities) was spent within the country of operations, from in-country registered companies or national citizens?
<ul> <li>○ 0%</li> <li>○ 1-9%</li> <li>○ 10-19%</li> <li>○ 20-29%</li> <li>○ 30%+</li> </ul>
Points Earned: 1.82 of 1.82
What percentage of your company's expenses (excluding labor) was spent with independent suppliers ocal to the company's headquarters or relevant facilities in the last fiscal year? <ul> <li>&lt;20%</li> <li>20-39%</li> <li>40-59%</li> <li>60%+</li> <li>Don't know</li> </ul> Points Earned: 0.61 of 1.82
Points Earned: 0.61 of 1.82
n Country Management
What percentage of senior management is native to the country of operations?
Native individuals are born and/or raised in the country.  <49% 50-74% 75-94% 95%+

Points Earned: 1.82 of 1.82

## Civic Engagement & Giving

**OPERATIONS** 

5.7

### **Corporate Citizenship Program**

How does your company take part in civic engagement?

Your answers determine which future questions in the assessment are applicable to your company.	
✓ Financial or in-kind donations (excluding political causes)	
Community investments	
✓ Community or pro-bono service	
Advocacy for adopting improved social or environmental policies or performance	
Partnerships with charitable organizations or membership with community organizations	
Discounted products or services to qualified underserved groups	
Free use of company facilities to host community events	
Equity or ownership in the company granted to a nonprofit	
Other - please describe	
☐ None of the above	
Points Earned: 0.48 of 0.48	
Community Corving Policing and Practices	
Community Service Policies and Practices	
How does your company manage employee community service?	
✓ We have hosted or organized company service days in the last year	
✓ The company offers paid time off for community service	
✓ 20 hours or more a year of paid time off	
✓ Our company monitors and records total volunteer hours	
Our company has set community service or pro-bono targets	
Other - please describe	
☐ None of the above	
Points Earned: 0.48 of 0.48	
% of Employees Volunteer Service	
What percentage of employees took paid time off for volunteer service last year?	
O <sub>0</sub> %	
○ 1-24%	
© 25-49%	
○ 50-74%	
○ 75%+	
— · • / • ·	

Points Earned: 0.48 of 0.97

O Don't know

### **Total Amount of Volunteer Service Hours**

Number of hours volunteered by full-time and part-time employees of the organization during the last fiscal year

This should include both paid a employee-initiated activities.	and unpaid time spent volunteering during traditional work hours, either for company-organized events or for
	d by full-time and part-time employees of the organization during the last fiscal year
☐ We do not track this	
Points Available: 0.00	
Volunteer Service	Per Capita
What was the percental bono time in the reporti	ge of per capita worker time donated as volunteer, community service, or pro ng period?
Calculate by total volunteer hou	urs / total hours worked, generally 2000 hours per FTE.
○ 0%	
0.1-0.5% of time	
0.6-1% of time	
○ 1.1-2% of time	
2%+ of time	
O Don't know	
Points Earned: 0.97 of 0.93	7

### **Charitable Giving and Community Investment Policies and Practices**

What are your company's practices regarding donations or community investments?

✓ We have a formal statement on the intended social or environmental impact of our company's philanthropy
✓ We have a formal donations commitment (e.g. 1% for the planet)
✓ We match individual workers' charitable donations
☐ We allow our workers or customers to select charities to receive our company's donations
☑ We have screening practices for charitable contributions or impact measurement mechanisms for our community investments
☐ None of the above

Points Earned: 0.48 of 0.48

### **Impact Measurement of Community Investment**

How does your company measure the performance or impact of your communications and the communication of the commun	ity investments?
✓ Company has a staff member (or members) who have performance measurement and evaluation ✓ Company measures the total inputs of philanthropy like dollars invested and/or time spent ✓ Company measures the amount of beneficiaries reached through their programs  ☐ Company has identified specific thematic metrics to assess performance and progress over time ☐ Company surveys beneficiaries to measure outcomes of programs ☐ Company has contracted an evaluation to study program outcomes in detail ☐ Other ☐ None of the above	part of written job responsibility
Community Investments Performance Improvement	
How does your company monitor and improve the progress of its community in	vestments?
✓ Performance of community investment initiatives and strategy are reviewed and overseen by executate least annually  ☐ Company has set public goals related to community investment performance and set targets to accompany monitors performance of projects at least every year to determine if they are on target to ☐ Company reports progress publicly to solicit feedback on programs  ☐ Other  ☐ None of the above	hieve them
Strategic Decision Making for Community Investments	
How does your company identify and choose community investment to support	t strategically?
☐ Company has a written statement / strategy that focuses community investments on specific outco programs ☐ Company ties philanthropic themes to broader social or environmental goals of the business ☑ Company's community investment strategy is overseen by Board of Directors ☐ Company screens programs based on evidence of high efficacy of investments ☐ Company screens programs on other factors besides established evidence (innovation, third party	

Points Earned: 0.10 of 0.48

☐ None of the above

### **Relative Input for Community Investments**

If you use an independent methodology to measure total commitment to community investment, what is the equivalent % of revenue contributed in the form of community investment?
<ul> <li>None</li> <li>Less than 0.1% of revenues</li> <li>0.1-0.4% of revenues</li> <li>0.5-0.9% of revenues</li> <li>1-1.9% of revenues</li> <li>≥2%</li> </ul>
Points Earned: 0.97 of 0.97
% of Revenue Donated
What was the equivalent percentage of revenue donated to charity during the last fiscal year?
Please include tax deductible in-kind donations but do not include pro bono time.
O No donations last fiscal year
Less than 0.1% of revenue
O.1-0.4% of revenue  O.5-0.9% of revenue
○ 1-1.9% of revenue
2%+ of revenue
O Don't know
Points Earned: 0.78 of 1.94
Total Amount of Charitable Donations
Total amount (in currency terms) donated to registered charities in the last fiscal year
Report with the currency specified in "Reporting currency" for this metric.
Total amount (in currency terms) donated to registered charities in the last fiscal year 14030567

Points Available: 0.00

 $\hfill \Box$  We do not track this

### **Policy Advocacy for Social and Environmental Standards**

Has your company worked with policymakers to develop or advocate for policy changes explicitly designed to improve social or environmental outcomes in the past two years?

✓ Yes, company has offered support in name and/or signed petitions
✓ Yes, company has provided active staff time or financial support
Yes, company has directly introduced, testified, made recommendations or provided expertise to advance standards
Yes, and efforts resulted in a specific institutional, industry or regulatory reform
Other - please describe
☐ None of the above

Points Earned: 0.48 of 0.48

### **Advancing Social and Environmental Performance**

How has your company worked with its stakeholders (including competitors) to improve behavior or performance on social or environmental issues in the past two years?

▼ We have worked with other industry players on a cooperative initiative on relevant social and environmental standards for our
industry
☐ We have provided data or contributed to academic research on social or environmental topics
✓ We participate in panel presentations or other public forums on social or environmental topics
✓ We provide public resources for other businesses or stakeholders on improving social or environmental performance
Other - please describe
□ None of the above

Points Earned: 0.24 of 0.24

Farms

**OPERATIONS** 

5.3

### **Supply Chain Management**

### **Significant Supplier Descriptions**

Please select the types of companies that represent your Significant Suppliers:

All companies have significant suppliers, which are defined as the largest suppliers of the company amounting to approximately 80% of non-labor costs. Select all that apply.

n-labor costs. Select all that apply.
✓ Product Manufacturers
$\hfill \square$ Professional Service Firms (Consulting, Legal, Accounting)
✓ Independent Contractors
☐ Marketing and advertising
Office Supplies
☐ Benefits Providers
Technology
✓ Raw materials

Other - please describe
Points Available: 0.00
Supply Chain Risk Assessment and Mapping
Has your company conducted a risk assessment that identifies aspects of your supply chain and ourchasers at most risk for negative social and environmental impact based on any of the following ris actors?
our answers determine which future questions in the assessment are applicable to your company.
Country of origin
☐ Sub-regions within countries
<ul> <li>✓ Product / Service / Ingredient attributes</li> <li>✓ Size of purchases by the company</li> </ul>
✓ Risk assessment was conducted with support by a third party
☐ None of the above, company has not conducted a risk assessment of their supply chain
Points Earned: 0.21 of 0.21
Supply Chain Tracking and Traceability
For what percent of materials in your supply chain deemed at risk does your company have a system place that accurately traces the source and origination of all ingredients/ components through the chain?  One O1-20% O21-49% O50-74% O75-99%
○ 75-99% ○ 100%
○ N/A
Points Earned: 0.72 of 0.83
Outsourced Staffing Services
Does your company outsource support services (staffing) essential to the delivery of your services to
other individuals or organizations?
our answers determine which future questions in the assessment are applicable to your company.
○ Yes
<ul><li>No</li></ul>

Points Available: 0.00

### **Supply Chain Compliance Topics**

Does your company have a formalized code of conduct or set requirements regarding the social or environmental practices and performance of its suppliers that includes the following topics?

Your answers determine which future questions in the assessment are applicable to your company.
Compliance with all local laws and regulations, including those related to social and environmental performance
✓ Compliance with international human rights and labor standards (for employees and contractors)
✓ Compliance with international environmental standards
Payment of a living wage (for employees and contractors)
Ethics and anti-corruption policies
Management systems to manage and incentivize positive social and environmental performance
☐ Other
☐ None of the above
Points Earned: 0.19 of 0.21
% of Suppliers Accountable to Code of Conduct
What % of your suppliers (on a currency basis) are accountable to the formalized code of conduct or requirements described in the previous question?
○ 0% ○ 1-20%
○ 1-20% ○ 21-49%
○ 50-74%
● 75-99%
O 100%
○ N/A
Points Earned: 0.72 of 0.83
% of Tier 1 Suppliers Screened / Monitored
What % of your Tier 1 Suppliers (on a currency basis) are evaluated based on the methods selected in
the previous question?
O <sub>0%</sub>
O 1-20%
<ul><li>21-49%</li></ul>
O 50-74%

○ 75-99% ○ 100% ○ N/A

### **Screening/Management Methods for Tier 1 Suppliers**

Which of the following methods are used to evaluate the social or environmental impact of your Tier 1 Suppliers?
<ul> <li>Company shares policies or rules with suppliers but does not have a verification process in place</li> <li>Company requires completion of self-designed assessment</li> <li>✓ Company utilizes third party risk or impact assessment tools (Sedex, BIA)</li> <li>✓ Company conducts routine audits/reviews of Tier 1 suppliers at least every two years</li> <li>Company has third parties conduct routine audits/reviews of Tier 1 supplier at least every two years</li> <li>Company has mechanisms to hear grievances or performance feedback from stakeholders of Tier 1 suppliers</li> <li>Company can confirm quantifiable improvement in Tier 1 supplier social and environmental performance improvement in last yea</li> <li>Other</li> <li>None of the above</li> </ul>
% of Tier 2 Suppliers Screened / Monitored
What % of your Tier 2 Suppliers (on a currency basis) are evaluated based on the methods selected in the previous question?
<b>0</b> %
O 1-20%
O 21-49%
O 50-74%
○ 75-99%
○ 100% ○ N/A
Points Available: 0.83
Screening/Management Methods for Tier 2 Suppliers
Which of following methods are used to evaluate the social or environmental impact of your Tier 2 Suppliers?
Company shares policies or rules with suppliers but does not have a verification process in place
Company requires Tier 2 suppliers complete of self-designed assessment
Company utilizes third party risk or impact assessment tools for Tier 2 suppliers(Sedex, BIA)
Company conducts routine audits/reviews of Tier 2 suppliers at least every two years
Company has third parties conduct routine audits/reviews of Tier 2 supplier at least every two years
☐ Company has mechanisms to hear grievances or performance feedback from stakeholders of Tier 2 suppliers ☐ Company requires Tier 2 suppliers to track, manage, and report performance of their suppliers
— company required not a supplied to track, manage, and report performance of their supplied

Company can confirm quantifiable improvement in Tier 2 supplier social and environmental performance improvement in last year

✓ None of the above

Points Available: 0.21

#### **Screening Methods for Original Producers of Raw Materials**

Which of following methods are used to evaluate the social or environmental impact of the original producers of your raw materials: Company shares policies or rules with suppliers but does not have a verification process in place Company requires original producers to complete of self-designed assessment Company utilizes third party risk or impact assessment tools for original producers (Sedex, BIA) Company conducts routine audits/reviews of original producers at least every two years Company has third parties conduct routine audits/reviews of original producers at least every two years Company has mechanisms to hear grievances or performance feedback from stakeholders of original producers of raw materials Company can confirm quantifiable improvement in social or environmental performance of original producers of raw materials in the last year None of the above Points Earned: 0.16 of 0.21 % of Original Producers Screened / Monitored What % of the original producers of your raw materials are evaluated based on the methods selected in the previous question? 00% 01-20% 21-49% 050-74% O 75-99% 0 100% O N/A Points Earned: 0.31 of 0.83 **Reporting on Supply Chain Impact** Which of the following are true regarding how your company reports on your supply chain impact? Company aggregates results of supply chain social and environmental assessments to identify and report on trends in performance and breaches publicly Company reports key risk areas and root causes of supply chain performance issues and breaches, including methods of remediation the company is taking to address them Company publicly reports the geographic locations of all significant and high risk suppliers and originating sources within its supply chain Company publicly shares information identifying specific companies in their supply chain Company has set public goals regarding the overall social or environmental impact of their supply chain, along with progress

None of the above

towards those goals (to be paying a living wage, etc.)

### % of Suppliers with Transparency, Reporting, and Goal Setting

76 of Suppliers with Transparency, neporting, and Goal Setting			
For what % of your suppliers (on a currency basis) do the reporting practices selected in the previous question apply?			
<b>○</b> 0%			
O 1-20%			
O 21-49%			
O 50-74%			
O 75-99%			
O 100%			
○ N/A			
Points Available: 0.83			
Improving Impact of Suppliers			
Does the company have any of the following policies or programs to improve the social and/or			
environmental impact of suppliers, either in cases of noncompliance or more broadly?			
Company formulates corrective action or improvement plans with goals for continuous improvement of their supplier performance			
Company requires a specific time period for suppliers to make changes to remediate code of conduct non-compliance or otherwis terminates contract			
Company provides training and/or resources on improving social or environmental performance to suppliers, either from the company itself or through a third party			
Company provides training and/or resources to its own staff, focused on managing their own practices and relationships with suppliers to enable the suppliers to improve their performance			
Company has participated in collaborative initiatives with other companies to help improve the social or environmental impact of their supply chain			
Company incentivizes social and environmental performance or improvement through contract terms, prices, or other means			
Company has achieved quantifiable improvements on social or environmental performance of its supply chain			
Other			
☐ None of the above			
Points Earned: 0.07 of 0.21			
% of Suppliers with Programs to Improve Impact			
For what % of your suppliers (on a currency basis) do the policies and programs selected in the			
previous question apply?			

0%

O 1-20%

O 21-49%

○ 50-74%

**0** 75-99%

O 100%

### **Managing Supply Chain Impact**

Which of the following are true regarding how your company manages your supply chain impact?

✓ We embed social and environmental supplier performance into the job descriptions and performance evaluations of their
procurement departments (distinct from their sustainability or CSR departments)
Senior management team members have written responsibility for social and environmental supply chain performance
We aggregate the results of supply chain social and environmental assessments to identify and report on trends in performance an
breaches internally
We use trends in supply chain performance to identify and remediate root causes of supply chain performance issues and breaches
(including contractual requirements posed by the company itself, inadequate management or human resources processes, capacity
constraints within suppliers, etc.)
☐ None of the above
oints Earned: 0.10 of 0.21

### **Verification of Positive Outcomes in Supply Chain**

Has your company verified any of the following outcomes for all aspects of its supply chain in a way that can be publicly and accurately confirmed?

✓ Compliance with all local laws and regulations, including those related to social and environmental performance
✓ Compliance with international human rights and labor standards
Compliance with international environmental standards
Payment of a living wage
✓ No forced labor / modern slavery
☐ None of the above

Points Earned: 0.50 of 0.83

### **Length of Supplier Relationships**

What is the average tenure of your company's relationships with suppliers?

O Average tenure of supplier relationships is less than 24 months.
O Average tenure of supplier relationships is greater than 24 months.
O Average tenure of supplier relationships is greater than 60 months.
O Average tenure of supplier relationships is greater than 96 months.
Our company has had a relationship with a majority of our suppliers (on a currency basis) since our first year of operations
Ont Know

Points Earned: 0.41 of 0.41

### **Support for In Need Suppliers**

Does your company do any of the following to support small scale or other in-need suppliers?

We review suppliers for potential training needs
We have a formal education or support program for selected suppliers
We provide small scale suppliers the same contracts, prices, and payment terms (such as days payable outstanding) as other suppliers
We pay 30 days payable outstanding to small scale suppliers
A formal mechanism is in place for suppliers to provide us feedback (e.g. supplier satisfaction surveys)
We have a formal grievance mechanism to address complaints and resolve disputes
Other (please describe)
None of the above

#### **Social or Environmental Purchases**

What percentage of materials or products purchased have third-party social or environmental certification or approval or are from Significant Suppliers that are purpose-driven or have third-party company level certification or approval?

0%
1-24%
25-49%
50-74%
75%+
Don't Know

Points Earned: 0.31 of 0.41

**OPERATIONS** 

### **Environment Impact Area Introduction**

0.0

This section allows your company to provide data on its energy use, carbon footprint and waste management.

#### **Environmental Business Model**

Are your company's products or process structured to restore or preserve the environment in any of the following ways?

Answering affirmatively will opt you into additional sections of the B Impact Assessment with more specific questions about this Impact Business Model.

Through a manufacturing, wholesale or agriculture process which is designed to significantly reduce environmental impact compared to typical practices for the industry

Through a product or service that preserves, conserves, or restores the environment or resources

✓ None of the above

Points Available: 0.00

**OPERATIONS** 

### **Environmental Management**

ITATIONS

5.8

**Facility Environmental Efficiency** 

What environmental efficiency practices are in place in a majority of your company's offices and plant facilities?

Buildings employ energy saving strategies (e.g. energy use monitoring, efficient appliances and lighting, renewable energy use)

Buildings use systems for increasing water efficiency (e.g. water efficient appliances, fixtures, and landscaping)

Buildings use systems to monitor and improve air quality (e.g. increased ventilation)

Usualding construction or operations make use of sustainable materials (e.g. reclaimed products)

New building sites are chosen based on sustainability considerations (e.g. minimizing impact on ecosystems and waterways)

Buildings are LEED certified or LEED equivalent certified

Other - please describe

☐ None of the above

☐ N/A - No offices or plant facilities

Points Earned: 0.21 of 0.51

### **Environmental Management Systems**

Does your company have an environmental management system (EMS) covering waste generation, energy usage, water usage, and carbon emissions that includes any of the following?

Please check all that apply.

- ✓ Policy statement documenting our organization's commitment to the environment
- Assessment undertaken of the environmental impact of our organization's business activities
- Stated objectives and quantifiable targets for environmental aspects of our organization's operations
- ✓ Programming designed, with allocated resources, to achieve these targets
- Periodic compliance reviews and auditing to evaluate programs conducted
- Third-party auditing and certification of EMS
- We have no environmental management system

Points Earned: 1.03 of 1.03

#### **Environmentally Certified Products**

During the last fiscal year, what percentage of your products sold had a product certification that assesses the environmental impacts of the product or its production process?

Select N/A only if there is no physical product being sold.

0%

01-24%

25-49%

050-74%

O 75%+

O N/A

Points Available: 0.51

#### **Product Design for the Environment**

Which of the following practices are in place to integrate environmental considerations (DFE) into the design of products and services?

Company materially redesigned products in order to achieve source reduction

- Company has materially redesigned packaging in order to reduce overall impact
- Company used standardized product components/parts to maximize useful life via disassembly/reprocessing
- Company identifies and labels resource content on manufactured items to enable eventual recycling
- Company has made set public source reduction targets to reduce the overall environmental impact of products and/or packaging
- Company has achieved source reduction targets to reduce the overall environmental impact of products and/or packaging

Other

☐ None of the above

% of Products Designed for the Environment
% of Products Designed for the Environment
For what % of your products do the DFE practices selected in the previous question apply?
O <sub>0%</sub>
O 1-20%
O 21-49%
O 50-74%
O 75-99%
● 100%
○ N/A
Points Earned: 1.03 of 1.03
Type of Footprint Assessments
Has the company's footprint assessments included any of the following?
Assessment conducted for supply chain only
Assessment conducted for only a portion of value chain
☐ Formal life cycle assessments conducted internally
☐ Formal life cycle assessments conducted or verified by a third party
✓ Use of third party frameworks or methodologies (such as Ellen Macarthur Foundation Circularity Indicators, Product Environmental
Profiles, GHG Protocol or Carbon Disclosure Project)
☐ Company has a life cycle based certification or equivalent (Cradle to Cradle)  ✓ Other
□ None of the above
□ Notile of the above
Points Earned: 0.09 of 0.26
% of Products with Type of Footprint Assessment
What % of your products have undergone the specific type(s) of environmental footprint assessment
selected in the previous question?
○ 0%
O 1-20%
O 21-49%
○ 50-74% ○ 75-99%
○ 100%
○ N/A

Points Earned: 1.03 of 1.03

### **Assessment Conducted of Environmental Footprint of Value Chain**

Impacts on biodiversity   Impacts on climate (Scope 3 Carbon Emissions)   Toxin or hazardous material impact   Land preservation (including material extraction)   Water supply   Other   None of the above   Points Earned: 0.10 of 0.51   Water supply   Other   None of your products with an Environmental Footprint Assessment   What % of your products have undergone a formal environmental footprint assessment that included the topics selected in the previous question?   O%	Have you conducted a formal assessment to measure the environmental footprint of your value chain (including supply chain, product usage, and end-of-life) that covers the following topics?
What % of your products have undergone a formal environmental footprint assessment that included the topics selected in the previous question?  0% 1-20% 21-49% 50-74% 75-99% 100% N/A  Points Earned: 1.03 of 1.03  Management of Material Environmental Impact in Value Chain  How has your company utilized the results of your environmental footprint assessment to manage and minimize your overall impact?  Company has used assessments to develop specific strategies to reduce impacts for at least most material impacts identified across value chain and product lines Company has set public targets or commitments to reduce material value chain and product impacts over time Company has met incremental targets in the last two years and/or can demonstrate being on target to achieve long term goals Other None of the above (No EIA conducted)	<ul> <li>✓ Impacts on climate (Scope 3 Carbon Emissions)</li> <li>☐ Toxin or hazardous material impact</li> <li>☐ Land preservation (including material extraction)</li> <li>☐ Water supply</li> <li>☐ Other</li> <li>☐ None of the above</li> </ul>
the topics selected in the previous question?  0% 1-20% 21-49% 50-74% 75-99% 100% N/A   Points Earned: 1.03 of 1.03   Management of Material Environmental Impact in Value Chain  How has your company utilized the results of your environmental footprint assessment to manage and minimize your overall impact?  Company has used assessments to develop specific strategies to reduce impacts for at least most material impacts identified across value chain and product lines  Company has set public targets or commitments to reduce material value chain and product impacts over time  Company has met incremental targets in the last two years and/or can demonstrate being on target to achieve long term goals  Other  None of the above (No EIA conducted)	% of Products with an Environmental Footprint Assessment
□ 1-20% □ 21-49% □ 50-74% □ 75-99% □ 100% □ N/A   Management of Material Environmental Impact in Value Chain  How has your company utilized the results of your environmental footprint assessment to manage and minimize your overall impact?  □ Company has used assessments to develop specific strategies to reduce impacts for at least most material impacts identified across value chain and product lines □ Company has set public targets or commitments to reduce material value chain and product impacts over time □ Company has met incremental targets in the last two years and/or can demonstrate being on target to achieve long term goals □ Other □ None of the above (No EIA conducted)	
Management of Material Environmental Impact in Value Chain  How has your company utilized the results of your environmental footprint assessment to manage and minimize your overall impact?  Company has used assessments to develop specific strategies to reduce impacts for at least most material impacts identified across value chain and product lines  Company has set public targets or commitments to reduce material value chain and product impacts over time  Company has met incremental targets in the last two years and/or can demonstrate being on target to achieve long term goals  Other  None of the above (No EIA conducted)	<ul><li>○ 1-20%</li><li>○ 21-49%</li><li>○ 50-74%</li><li>○ 75-99%</li><li>○ 100%</li></ul>
How has your company utilized the results of your environmental footprint assessment to manage and minimize your overall impact?  Company has used assessments to develop specific strategies to reduce impacts for at least most material impacts identified across value chain and product lines  Company has set public targets or commitments to reduce material value chain and product impacts over time  Company has met incremental targets in the last two years and/or can demonstrate being on target to achieve long term goals  Other  None of the above (No EIA conducted)	Points Earned: 1.03 of 1.03
minimize your overall impact?  Company has used assessments to develop specific strategies to reduce impacts for at least most material impacts identified across value chain and product lines  Company has set public targets or commitments to reduce material value chain and product impacts over time  Company has met incremental targets in the last two years and/or can demonstrate being on target to achieve long term goals  Other  None of the above (No EIA conducted)	Management of Material Environmental Impact in Value Chain
across value chain and product lines  Company has set public targets or commitments to reduce material value chain and product impacts over time  Company has met incremental targets in the last two years and/or can demonstrate being on target to achieve long term goals  Other  None of the above (No EIA conducted)	
	across value chain and product lines  Company has set public targets or commitments to reduce material value chain and product impacts over time  Company has met incremental targets in the last two years and/or can demonstrate being on target to achieve long term goals  Other

# Impact of Product Usage

Which of the following are true regarding practices in place to manage and minimize the impact of product usage?
Company has conducted studies of consumer behavior and/or disposal to understand impact of product usage  Company has conducted analysis of product lifetime and usability and it materially exceeds (>5%) lifetime of related competitive products
Company has created partnerships and/or marketing campaigns to engage customers or other post production value chain users to minimize environmental footprint of usage
Other
☐ None of the above
Points Earned: 0.17 of 0.51
of Duaduate with Duadiaca to Minimira Impact of Hoose
% of Products with Practices to Minimize Impact of Usage
For what % of your products do the product usage practices selected in the previous question apply?
$\bigcirc$ 0%
O 1-20%
<ul><li>21-49%</li></ul>
O 50-74%
○ 75-99%
O 100%
○ N/A
Points Earned: 0.38 of 1.03
Addressing Longevity of Product Lifespan
Which of the following practices does your company have in place to manage product longevity in order
o reduce overall consumption and waste to landfill?
☐ We have measured the overall product lifespan of our portfolio and altered product designs to increase it within the last two years
$\square$ We have a program that facilitates maintenance, servicing and reassembly of our products
$\square$ We provide information about the program to facilitate maintenance and servicing on product labels / packaging
We provide information about the program to facilitate maintenance and servicing in advertising campaigns
Other - please describe
None of the above
✓ N/A - Product is a non-durable good designed for consumption

Points Available: 0.51

### **Behavior Change as a Result of Programs**

Total energy used (Gigajoules) during the last 12 months: 118826

Based on the above programs to reduce the environmental impact of product usage, has your company been able to verify improvements in consumer behavior or usage?
<ul> <li>Yes, as assessed by the company measurements</li> <li>Yes, as assessed and verified by a third party</li> <li>No, not at this time</li> </ul>
Points Available: 1.03
OPERATION
Air & Climate 7.
Monitoring and Reporting Energy Use
How does your company monitor, record, or report its energy usage?
nclude electricity and other energy consumption from heating, hot water, etc.
☐ We do not currently monitor and record usage
☐ We monitor and record usage but have set no reduction targets
✓ We monitor usage and have set intensity targets (e.g. relative to dollars of revenue, volume produced, etc.) that are being monitored
☐ We monitor usage and have set absolute reduction targets regardless of company growth
☐ We report progress on our reduction targets publicly on an annual basis
☐ We have met specific reduction targets during the reporting period
Points Earned: 0.25 of 0.67
Total Energy Use
Total energy used (Gigajoules) during the last 12 months:

Points Available: 0.00

☐ We do not track this

### **Renewable Energy Usage**

What percentage of energy use is produced from renewable sources?

Include electricity and other energy consumption from heating, hot water, etc.

0%
1-24%
25-49%
50-74%
75-99%
100%
Don't Know

Points Earned: 0.04 of 0.33

### **Total Renewable Energy Use**

Total energy used from renewable resources (Gigajoules) during the last 12 months:

Total energy used from renewable resources (Gigajoules) during the last 12 months: 8317.82

We do not track this

Points Available: 0.00

#### Low Impact Renewable Energy Use

What percentage of energy use is produced from low-impact renewable sources?

Include electricity and other energy consumption from heating, hot water, etc. Please include both purchased and onsite-generated renewable energy.

0%1-24%25-49%50-74%75-99%

0 100%

O 100%

O Don't know

Points Available: 1.33

### **Environmentally Efficient Equipment**

What % of new equipment purchased (by total cost) during the last 24 months was energy efficient or otherwise environmentally-preferred?

otherwise environmentally-preferred?	
Select N/A if no capital expenditures were made during the last 24 months.	
○ 0% (no equipment)	
<50% (some equipment)	
○ 50%+ (majority of equipment)	
O 100% (all equipment)	
○ N/A - No new equipment purchased	
Points Earned: 0.11 of 0.33	
Energy Use Reductions	
Have conservation and efficiency improvements led to energy savings for your facilities? If so, by h	IOW
much?	
Please calculate based on changes from last year or annualized from a base year, referring to electricity use and other energy consumption from heating, hot water, etc.	
O 0%	
O 1-4%	
O 5-9%	
O 10-14%	
○ 15-20%	
O Don't know	
Points Earned: 1.33 of 1.33	
Monitoring Greenhouse Gas Emissions	
How does your company manage its greenhouse gas emissions for at least Scope 1 and 2?	
our answers determine which future questions in the assessment are applicable to your company.	
☐ We do not currently monitor and record emissions	
☐ We regularly monitor and record emissions but have not set any reduction targets	

We regularly monitor and record emissions and have set specific reduction targets relative to previous performance (e.g. a 5%

We regularly monitor and record emissions and have set specific science-based targets necessary to achieve global goals to

Points Earned: 0.67 of 0.67

address climate change

reduction of GHGs from baseline year)

☐ We have achieved carbon neutrality

✓ We have met the specific reduction targets set during this reporting period

Monitoring Air Emissions
How does your company monitor and manage your significant air emissions?
Company does not currently monitor and record emissions Company monitors and records emissions (no reduction targets) Company monitors emissions and has specific reduction targets Company monitors emissions and has met specific reduction targets during the reporting period Eliminated emissions of this by-product entirely N/A  Points Earned: 0.17 of 0.67
Total Scope 3 GHGs
Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:
Scope 3:
Scope 3: 87603
☐ We do not track this
Points Available: 0.00
Total Scope 1 GHGs  Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:  Scope 1:  Scope 1:3494  We do not track this  Points Available: 0.00
Total Scope 2 GHGs
Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:
Scope 2:
Scope 2: 8935
☐ We do not track this

Points Available: 0.00

### **Carbon Intensity**

What is your current Carbon Intensity for Scopes 1 and 2, not including the use of carbon credits or offsets?

Please measure intensity in metric tons of CO2/\$million of revenue. Please use USD to accurately evaluate the answer option.

Manufacturing: >950 / Utilities: >6,000

Manufacturing: 751-950 / Utilities: 5,001-6,000

Manufacturing: 601-750 / Utilities: 4,001-5,000

Manufacturing: 451-600 / Utilities: 3,001-4,000

Manufacturing: 301-450 / Utilities: 2,001-3,000

Manufacturing: 151-300 / Utilities: 1,001-2,000

Manufacturing: 0-150 / Utilities: 0-1,000

Don't know

### **Carbon Intensity**

Points Earned: 0.67 of 0.67

What is your current Carbon Intensity for Scopes 1 and 2, measured in tons of CO2/\$million of revenue, including the use of carbon credits or offsets?

Please use USD to accurately evaluate the answer option.

Manufacturing: >950 / Utilities: >6,000
Manufacturing: 751-950 / Utilities: 5,001-6,000
Manufacturing: 601-750 / Utilities: 4,001-5,000
Manufacturing: 451-600 / Utilities: 3,001-4,000
Manufacturing: 301-450 / Utilities: 2,001-3,000
Manufacturing: 151-300 / Utilities: 1,001-2,000
Manufacturing: 1-150 / Utilities: 1-1,000
Manufacturing: 0 / Utilities: 0
Don't know

Points Earned: 1.33 of 1.33

### **Greenhouse Gas Emissions Reduced**

What percentage of Scope 1 and 2 GHG emissions has been saved due to efficiency improvements implemented by your company?



( )	Don	4 1	(n	O\4/
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Points Available: 1.33

### **Reducing Carbon Emissions from Transportation**

Does the company currently use any of the following specific practices to reduce carbon emissions from transportation?

_	Offer transit subsidies to employees as part of a low carbon transportation program
	Company policy and practice that requires inbound freight or shipping to be transported via lowest impact methods (such as
	ding shipment by air transport)
	Company policy and practice that outbound freight or shipping is transported via lowest impact methods Other - please describe
	None of the above
Points	Earned: 0.22 of 0.67

#### **Supply Chain GHG Improvement**

What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce the greenhouse gas emissions produced through your supply chain?

greenhouse gas emissions produced through your supply chairs
☐ We collaborate with or require suppliers to collect data and report on greenhouse gas emissions
☐ We screen suppliers to reduce greenhouse gas emissions (e.g. performance of suppliers, selection of materials, source locations)
We provide support or resources for our supply chain in adopting greenhouse gas minimized operations (e.g. online tools, applying
questionnaires and surveys, collaborating in industrywide surveys)
☐ We audit and provide help to suppliers to complete corrective actions
✓ None of the above

Points Available: 0.67

### **Supply Chain GHG Management**

Has your company taken action to track and manage the greenhouse emissions produced through your supply chain? (absolute reduction)

ppry chair: (absolute reduction)
☐ We don't track or evaluate greenhouse emissions from our supply chain
✓ We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material risk contributions
of greenhouse gas emissions
We have purchased certified carbon credits to offset some or all of the greenhouse gas emissions from our supply chain
✓ We set targets for reducing greenhouse gas emissions through our supply chain
✓ We have seen a reduction in GHG emissions in our supply chain in the last twelve months
☐ We have achieved a carbon-neutral supply chain

Points Earned: 0.67 of 0.67

#### Sourcing % of COGS from Local Suppliers

What % of the following was spent with suppliers located within 200 miles (or 322 km) of where the end product was used during the last fiscal year?

Sourcing of COGS Local to Customers

0%
01-9%
010-19%
020-29%
30%+
Don't know

Points Earned: 1.00 of 1.33

### Sourcing % raw materials from Local Suppliers

What % of the following was spent with suppliers located within 200 miles (or 322 km) of where the end product was used during the last fiscal year?

Raw materials (in currency terms) grown or harvested

By company or local independent suppliers.

0%
1-9%
10-19%
20-29%
30%+
Don't know

Points Earned: 1.00 of 1.33

### **Types of Carbon Credits Purchased**

Has your company purchased any of the following types of carbon credits during the last fiscal year?

☐ Voluntary Carbon Credits
☐ Certified Carbon Credits

✓ None

Points Available: 0.33

**OPERATIONS** 

Water 1.8

### **Monitoring and Reporting Water Use**

How does your company monitor, record, or report its water usage?				
☐ We do not currently monitor and record water usage				
☐ We regularly monitor and record water usage but have not set any reduction targets				
✓ We monitor and record water usage and have set specific reduction targets relative to previous performance (e.g. a 5% reduction water usage from baseline year)				
We regularly monitor and record water usage and have set science-based targets necessary to achieve sustainable usage linked to our local watershed				
We report progress on our reduction targets publicly on an annual basis				
We have met specific reduction targets set during this reporting period				
Points Earned: 0.43 of 1.14				
Total Water Use				
Total water use (liters) during the last 12 months				
Total water use (liters) during the last 12 months 859098556				
☐ We do not track this				
Points Available: 0.00				
Water Conservation Practices				
What water conservation methods have been implemented at the majority of your corporate offices or				
plant facilities:				
Please check all that apply.				
Low-flow faucets, taps, toilets, urinals, or showerheads				
Grey-water usage for irrigation				
☐ Low-volume irrigation				
☐ Harvest rainwater				
✓ Other - please describe				
☐ None of the above				
□ N/A - Our company has a virtual office				

Points Earned: 0.23 of 1.14

### Water Harvested On-Site or From Recycled Sources What % of water used by the company is harvested on site or is from recycled sources? $\bigcirc$ 0 0 1-24% 25-49% 050-74% O 75-99% 0 100% O Don't Know Points Earned: 0.57 of 2.29 **Monitoring Toxic Wastewater** Which of the following describes how the company monitors hazardous and toxic wastewater? Monitoring hazardous and toxic wastewater may involve either monitoring the volume and/or the level of contamination. O Company does not currently monitor and record emissions O Company monitors and records emissions (no reduction targets) Ocompany monitors emissions and has specific reduction targets O Company monitors emissions and has met specific reduction targets during the last fiscal year Eliminated emissions of this by-product entirely O N/A Points Earned: 0.57 of 1.14 **Supply Chain Water Management** How does your company track and manage the water footprint of your supply chain? ✓ We do not track the water footprint of our supply chain We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material areas of water We have targets for reducing water footprint through our supply chain We have seen a reduction of our water footprint in our supply chain in the past twelve months

We have verified that all water use in supply chain is science-based and sustainable

Points Available: 1.14

### **Supply Chain Water Improvement**

Waste Disposed (metric tonnes) during the last 12 months 4724

 $\hfill \Box$  We do not track this

What practices has your company implemented for a majority of suppliers (on a cost basis) to he water footprint of your supply chain?	reduce
<ul> <li>□ We collaborate with or require suppliers to collect data and report on water footprint</li> <li>□ We screen suppliers to fit good water management practices (e.g. individual supplier practices, materials and ingredient in context of water scarcity)</li> <li>□ We provide support or resources for supply chain in adopting water management (e.g. online tools, applying questionnal surveys, collaborating in industrywide surveys)</li> <li>□ We audit and provide help to suppliers to complete corrective actions</li> <li>✓ None of the above</li> </ul>	
Points Available: 1.14	
Land & Life	PERATIONS <b>5.6</b>
Monitoring and Reporting Non-hazardous Waste	
How does your company monitor and manage your waste production?	
our answers determine which future questions in the assessment are applicable to your company.	
☐ We do not currently monitor and record waste production	
<ul> <li>□ We regularly monitor and record waste production but have not set any reduction targets</li> <li>✓ We regularly monitor and record waste production and have set specific reduction targets relative to previous performa</li> <li>5% reduction of waste to landfill from baseline year)</li> </ul>	nce (e.g. a
☐ We regularly monitor and record waste produced and have set a zero waste target	
☐ We have met the specific reduction targets set during this reporting period	
☐ We produce zero waste to landfill / ocean	
Points Earned: 0.28 of 0.56	
Non-hazardous Waste Generated	
Waste Produced: Non-Hazardous Waste (metric tonnes) during the last 12 months	
Waste Produced: Non-Hazardous Waste (metric tonnes) during the last 12 months 4618  We do not track this	
Points Available: 0.00	
Total Waste Disposed	
Waste Disposed (metric tonnes) during the last 12 months	

Total Waste Recycled
Waste Disposed: Recycled/Reused (metric tonnes) during the last 12 months
Waste Disposed: Recycled/Reused (metric tonnes) during the last 12 months 4421  We do not track this
Points Available: 0.00
Recycling Programs
Does the majority of your facilities on a square foot basis have a facility wide recycling program that has ongoing collection of at least all standard materials in your area?
<ul><li>Yes</li><li>○ No</li></ul>
Points Earned: 0.56 of 0.56
Waste Reduction Programs
Does your company have a formal program to evaluate how to reduce its generation of hazardous, universal, and/or non-hazardous waste?
Yes
○ No ○ Already maximized - we have achieved Zero Waste
Points Earned: 0.56 of 0.56
Supply Chain Waste Management
How does your company track and manage waste in your supply chain?
<ul> <li>✓ We don't track the solid waste impacts of our supply chain</li> <li>☐ We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material areas of waste production</li> <li>☐ We have set targets for reducing solid waste in the supply chain</li> <li>☐ We have seen a reduction of waste produced in our value chain in the past twelve months</li> <li>☐ We have achieved zero waste or a closed-loop supply chain</li> </ul>
Points Available: 0.56

Points Available: 0.00

## **Supply Chain Waste Improvement**

What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce waste in your supply chain?
<ul> <li>We collaborate with or require suppliers to collect data and report on waste production</li> <li>We screen or require suppliers to meet standards related to solid waste production</li> <li>We have implemented initiatives to reduce waste at the source or divert waste from landfills or incineration in the supply chain</li> <li>We audit and provide help to suppliers to complete corrective actions</li> <li>✓ None of the above</li> </ul> Points Available: 0.56
Environment Impact Packaging
How does your company minimize the environmental impact of the packaging of your products?
<ul> <li>✓ We have conducted a formal assessment of our packaging design and materials to identify opportunities to minimize environment impact</li> <li>✓ We have source-reduced packaging within the last two years</li> <li>✓ Our packaging materials are certified to meet independent standards for environmental impact</li> <li>✓ Our packaging is recyclable and provides instructions on how to recycle it correctly</li> <li>☐ Our packaging is non-toxic</li> <li>✓ Our packaging materials are designed to have less overall environmental impact than common alternatives</li> <li>☐ None of the above</li> <li>☐ N/A - Our products do not have packaging materials</li> </ul> Points Earned: 0.56 of 0.56
% of Reusable/ Recyclable Materials
What % of material (by volume) is made of recyclable (and labeled as such) or biodegradable materials n the areas where they are sold (product + packaging)?
<ul> <li>&lt;20%</li> <li>○ 20-49%</li> <li>○ 50-74%</li> <li>○ 75-99%</li> <li>○ 100%</li> <li>○ Don't Know</li> <li>○ N/Δ</li> </ul>

Points Earned: 0.56 of 0.56

#### **Controlling Community Exposure to Emissions**

Has your company conducted an assessment of local communities' exposure to hazardous emissions from your manufacturing facilities and taken appropriate steps to mitigate?

O We have not conducted an assessment
Assessment indicates some exposure, but we have taken no action to date
O Assessment indicates some exposure, and we have implemented a mitigation and control strategy
Assessment indicates no exposure

Points Earned: 0.28 of 0.28

### % of Environmentally Preferred Input Materials

What % of material (by volume) comes from recycled materials, reused components, and/or certified sustainably sourced materials?

<20%</li>
 20-49%
 50-74%
 75-99%
 100%
 Don't Know
 N/A - We do not sell a physical product

Points Earned: 0.19 of 1.12

### % of Products Reclaimed / Recycled

If the company has conducted a study of end of life disposal in the last two years, what % by volume of the company's products/ wastes sold and their packaging materials are reclaimed (i.e. recycled or reused) at the end of their useful life?

○<20%
<b>2</b> 0-49%
○ 50-74%
○ 75-99%
○ 100%
O We have not conducted a study of end of life disposal in the last two years
○ N/A

Points Earned: 0.19 of 1.12

% of Products with Program	ms to Reduce End of Life Waste
For what % of your products do the	end-of-life waste programs selected in the previous question apply?
O <sub>0</sub> %	
O 1-20%	
O 21-49%	
50-74%	
<ul><li>● 75-99%</li><li>○ 100%</li></ul>	
○ N/A	
Points Earned: 0.49 of 0.56	
Programs to Reduce End o	f Life Waste
Which of the following practices are and/or its packaging?	in place to reduce waste to landfill after the usage of your product
☐ Company has a product/packaging recland Company takes back similar products or packaging company includes information about their	mation and recycling program designed and implemented by the company or a third party mation and reuse program designed and implemented by the company or a third party packaging from other companies as part of its reclamation program or reclamation programs on product labels / packaging or reclamation programs in advertising campaigns stee created) in its products and packaging
Points Earned: 0.22 of 0.56	
Total Hazardous Waste Pro	duced
	(metric tonnes) during the last 12 months
Waste Produced: Hazardous Waste (metric to	onnes) during the last 12 months 72
☐ We do not track this	simos) damig the last 12 mentals 72
Points Available: 0.00	
Reducing Waste	
	ximately by what % has your company reduced solid and hazardous venue changes) over the following periods?
The past two years	
The past two years 0	
☐ We do not track this	

Points /	Available:	0.00
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and/or production of hazardous waste

 $\hfill \Box$  We have set targets for reducing toxins and hazardous waste in our supply chain

Me have verified that there are no harmful toxine or hazardous waste in our supply chain

Monitoring Hazardous waste
How does your company monitor and manage your hazardous waste production?
<ul> <li>Company does not currently monitor and record emissions</li> <li>✓ Company monitors and records emissions (no reduction targets)</li> <li>Company monitors emissions and has specific reduction targets</li> <li>We regularly monitor and record emissions and have set a zero hazardous waste target</li> <li>Company has met specific reduction targets during the reporting period</li> <li>Eliminated emissions of this by-product entirely</li> </ul> Points Earned: 0.14 of 0.56
Hazardous Waste Disposal
Can your company verify that your hazardous waste is always disposed of responsibly?
This includes batteries, paint, electronic equipment, etc.  Yes  No  N/A - We have eliminated hazardous waste  Points Earned: 0.56 of 0.56
Hazardous Materials On-Site
If your company uses any hazardous materials on site, check all of the procedures that your company follows.
Hazardous materials include chemicals, pesticides, and fertilizer. Select N/A if you use no hazardous materials and chemicals.  Written procedures for safe storage, use and disposal of each hazardous material available in the national language(s) of work  All hazardous materials are kept in sealed containers in a locked storeroom located in a separate area from regular business activities  All containers with hazardous materials are labeled, with instructions for proper storage, use and disposal  None of these procedures  N/A
Points Earned: 0.56 of 0.56
Supply Chain Chemical Management
How does your company track and manage toxins or hazardous waste in your supply chain?
✓ We don't track toxins or hazardous waste in our supply chain

We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material risks of toxins

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#### **Supply Chain Chemical Improvement**

What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce toxins or hazardous waste in your supply chain?

We collaborate with or require suppliers to collect data and report on chemicals

We screen or require suppliers to meet standards related to toxins or hazardous waste

We provide support or resources to reduce toxins in the supply chain (e.g.online tools, applying questionnaires and surveys, collaborating in industrywide surveys)

We audit and provide help to suppliers to complete corrective actions

None of the above

Points Available: 0.56

#### Natural Habitat Conservation Procedures

Does your company have demonstrable procedures in place to reduce or mitigate impacts to natural habitats? If yes, which of the following statements apply to these procedures?

Procedures include a Conservation Strategic Plan.

- ☐ No conservation procedures/plan in place
- ✓ Procedures include percentage of habitat protected or restored by type of habitat and status
- ✓ Procedures address future plans and targets for managing impacts regarding habitat loss or degradation, loss of biodiversity, or overall depletion of ecosystems
- N/A Company does not have opportunity to control or influence land development processes

Points Earned: 0.56 of 0.56

#### **Supply Chain Biodiversity Management**

How does your company track and manage your supply chain's impact on biodiversity?

✓ We don't evaluate our supply chain impact on biodiversity
☐ We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material risks to
biodiversity
☐ We set targets for reducing impact on biodiversity through our supply chain
☐ We have verified that our supply chain creates no (or positive) biodiversity impact

## **Supply Chain Biodiversity Improvement**

What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce your supply chain's impact on biodiversity?

We collaborate with or require suppliers to collect data and report on biodiversity impact We screen suppliers to fit good biodiversity practices

We provide support or resources for our supply chain in adopting biodiversity-friendly operations (e.g. online tools, applying questionnaires and surveys, collaborating in industrywide surveys)

We audit and provide help to suppliers to complete corrective actions

✓ None of the above

Points Available: 0.56

#### Customers

**OPERATIONS** 

# **Customers Impact Area Introduction**

0.0

This section of the assessment identifies specific ways that a company's product may be designed to deliver a specific. material, positive impact for its customers beyond the value normally provided from goods or services.

#### **Customer Impact Business Model Introduction**

Does your product/service address a social or economic problem for or through your customers?

Your answers determine which future questions in the assessment are applicable to your company.

O Yes

O No

Points Available: 0.00

**OPERATIONS** 

# **Customer Stewardship**

3.2

#### **Managing Customer Stewardship**

Does your company do any of the following to manage the impact and value created for your customers or consumers?

- We offer product / service guarantees, warranties, or protection policies
- We have third party quality certifications or accreditations
- We have formal quality control mechanisms
- We have feedback / customer service feedback or complaint mechanisms
- We monitor customer or consumer satisfaction
- We assess the outcomes produced for our customers through the use of our product or service
- We have written policies in place for ethical marketing, advertisement, or customer engagement
- We manage the privacy and security of client / customer data

☐ None of the above
Points Earned: 0.45 of 0.45
Product / Service Warranties
What percentage of your products or services are covered by a formal warranty or guarantee?
<ul> <li>○ 0%</li> <li>○ 1-9%</li> <li>○ 10-24%</li> <li>○ 25-49%</li> <li>○ 50-74%</li> <li>○ 75-99%</li> <li>○ 100%</li> <li>● N/A</li> </ul> Points Available: 0.45
Product Accreditations and Certifications
What % your products or services have been reviewed and certified by an accreditation body focused on quality?  This can include process certifications like ISO9000 or industry specific quality accreditations.  0% 1-9% 10-24% 25-49% 50-74% 75-99% 100% N/A  Points Earned: 0.91 of 0.91
Quality Assurance
Do you use an established third party methodology to manage quality assurance for your products or services?
Examples include PDSA, Six Sigma, DMAIC, TQM, Zero Defects, etc  Yes  No

#### **Feedback and Complaint Channels**

Are any of th	ne following to	rue regarding	mechanisms for	customers t	o provide fe	eedback, a	ask quest	ions,
or file compla	aints?							

✓ Products and/or websites feature customer service contact information
Product / service reviews are made available in their entirety to public
Company responds to all direct inquiries or complaints within a month of receipt
✓ Company offers live time support to customers
Other
☐ None of the above

Points Earned: 0.34 of 0.45

## **Monitoring Customer Satisfaction and Retention**

Which of the following are true of your company with regards to customer or client satisfaction and/or retention?

Company monitors customer satisfaction
✓ Company shares customer satisfaction internally within the company
Company shares customer satisfaction publicly
✓ Company has specified targets for customer / client satisfaction
$\hfill \square$ In the last year, company has achieved specified targets for satisfaction
☐ None of the above

Points Earned: 0.27 of 0.45

## **Managing Product Impacts**

Does the company do any of the following with regards to managing the potential impact their products have on customers / beneficiaries?

- Company regularly monitors customer outcomes and well-being
- Company has formal program to incorporate customer testing and feedback into product design
- Company has formal programs in place to continuously improve outcomes produced for customers (including reducing negative effects or increasing positive effects)

Other

☐ None of the above

Points Earned: 0.45 of 0.45

## **Managing Marketing and Advertising**

Does the company have any of the following practices with regard to ensuring accurate, ethical, and positive marketing and advertising? Company makes transparent potential risks and negative impacts of products, including, when appropriate ingredient lists Company has formal policies to review the accuracy and ethics of marketing and advertising Company complies with independent marketing and advertising standards relevant to their sector or industry Company has programs in place to promote social and or environmental causes through its marketing and advertising Company gets input of the communities that are featured on the company's messaging and advertising campaigns and is inclusive of the culture of those communities. Other None of the above Points Earned: 0.11 of 0.45 **Data Usage and Privacy** Does your company have any of the following to address data usage and privacy issues? Company has a formal publicly available data and privacy policy Company makes all users aware of information collected, length of time it is preserved, how it's used, and whether and how it is shared with other entities (public or private) All customers have option to decide how their data can be used Company's all email list building and email marketing strategies are GDPR compliant Other None of the above N/A - Company does not collect sensitive data Points Earned: 0.23 of 0.45 **Data Security Management** Does the company have any of the following practices to ensure security of private data? Data privacy is included in company wide risk management compliance processes All employees with access to data are trained on data privacy policies Company has a formal code of conduct that defines unauthorized uses of data Internal audits of data security External audits of data security Simulated hacks on data security Other ☐ None of the above

N/A - Company does not collect sensitive data

#### **Disclosure Questionnaire**

## **Disclosure Industries**

Disclosure questions on specific production and trade.

#### **Disclosure Alcohol**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Alcohol

Please also select "Yes" if your company serves clients in this industry

O Yes

No

Points Available: 0.00

#### **Disclosure Tobacco**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Tobacco

Please also select "Yes" if your company serves clients in this industry

O Yes

No

Points Available: 0.00

## **Disclosure Firearms Weapons**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Firearms, weapons or munitions

Please also select "Yes" if your company serves clients in this industry

O Yes

No

# **Disclosure Pornography**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Pornography

Please also select "Yes" if your company serves clients in this industry

O Yes

No

Points Available: 0.00

#### **Disclosure Fossil Fuels**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Fossil-fuel-based oil, natural gas, or coal extraction, distribution, sale, etc.

Please also select "Yes" if your company serves clients in this industry

O Yes

No

Points Available: 0.00

#### **Disclosure Mining**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Mining

Please also select "Yes" if your company serves clients in this industry

O Yes

No

Points Available: 0.00

#### **Disclosure Nuclear Power or Hazardous Materials**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Nuclear power, radioactive materials or hazardous waste

Please also select "Yes" if your company serves clients in this industry

O Yes

No

Disclosure Prisons								
Please indicate if your company is involved in the production, operation, trade, or sale of any the following:								
Prisons								
Please also select "Yes" if your company serves clients in this industry  O Yes  No								
Points Available: 0.00								
Disclosure Bottled Water								
Please indicate if your company is involved in the production, operation, trade, or sale of any the following:								
Bottled water								
○Yes								
○No								
Points Available: 0.00								
Disclosure Animal Products or Services								
Please indicate if your company is involved in the production, operation, trade, or sale of any the following:								
Animal-based products or services (including seafood)								
○Yes								
No     No								
Points Available: 0.00								
Disclosure Monoculture Agriculture								
Please indicate if your company is involved in the production, operation, trade, or sale of any the following:								
Monoculture agriculture								

○ Yes No

#### **Disclosure Genetically Modified Organisms**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Genetically modified organisms

Please also select "Yes" if your company serves clients in this industry

O Yes

No

Points Available: 0.00

## **Disclosure Biodiversity Impacts**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Industries with a large potential biodiversity impact (including logging or logging equipment, agriculture, etc.)

O Yes

No

Points Available: 0.00

#### **Disclosure Energy and Emissions Intensive Industries**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Energy- and emissions-intensive industries

O Yes

No

Points Available: 0.00

### **Disclosure Water Intensive Industries**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Water-intensive industries

Yes

○ No

#### **Disclosure Chemicals**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Chemicals, including those reliant on chemicals that meet the Substances of Very High Concern (SVHC) criteria under REACH

REACH is the European Union's chemical regulation, currently the world's most stringent chemical regulation. See help text for list of industries.

O Yes

No

Points Available: 0.00

#### Disclosure Illegal Products or Subject to Phase Out

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Products or activities that are illegal under country laws or regulations where they have operated, banned in international conventions or agreements, or subject to international phase-out or regulation

O Yes

No

Points Available: 0.00

#### Disclosure Industries at Risk of Human Rights Violations

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Industries reliant upon materials at high risk of human rights infringements (e.g. conflict minerals)

O Yes

No

Points Available: 0.00

#### **Other Disclosure Industries**

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:

Other industries that may cause social or environmental harm or are subject to stakeholder criticism or concern

O Yes

O No

#### Company Explanation Of Disclosure Item Flags

If you selected "Yes" to any of the "Disclosure Industries" listed above, please provide a detailed explanation of the company's involvement for each affirmative response:

If this does not apply to you, please enter "Does not apply" in the text area below. If you selected "Yes" to any of the "Disclosure Industries" listed above, please provide a detailed explanation of the company's involvement for each affirmative response: Points Available: 0.00 **Disclosure Practices** 

Disclosure questions on sensitive practices.

#### No formal Registration Under Domestic Regulations

Please indicate if your company engages in any of the following practices:

Company is not formally registered in accordance with all relevant regulations and requirements

If your company is a formally registered business, select "No."

O Yes O No

Points Available: 0.00

## **Tax Reduction Through Corporate Shells**

Please indicate if your company engages in any of the following practices:

Company uses corporate shells or other structural means, such as establishing multiple corporate entities, to minimize tax payments

O Yes O No

Points Available: 0.00

#### Does not transparently report corporate financials to government

Please indicate if your company engages in any of the following practices:

Company withholds corporate financials from government

O Yes

O No

Operates in conflict zones	
Please indicate if your company engages in any of the following practices:	
Company operates in conflict zones	
○Yes	
○ No	
Points Available: 0.00	
Sale of Data	
Please indicate if your company engages in any of the following practices:	
Company sells or provides access to consumer or user data	
○ Yes	
○ No	
Points Available: 0.00	
Facilities located in sensitive ecosystems	
Please indicate if your company engages in any of the following practices:	
Company facilities are located adjacent to or in sensitive ecosystems	
○ Yes	
○ No	
Points Available: 0.00	
Animal Testing	
Please indicate if your company engages in any of the following practices:	
Company's products are tested on animals	
○Yes	
No     No	
Points Available: 0.00	
Marketing of Breastmilk Substitutes	
Please indicate if your company engages in any of the following practices:	
Marketing of breastmilk substitutes	

○ Yes ○ No

#### **Workers not Provided Clean Drinking Water ot Toilets**

Please indicate if your company engages in any of the following practices:

Company does not provide clean drinking water and clean toilets to employees during shifts

O Yes

No

Points Available: 0.00

## Workers paid below minimum wage

Please indicate if your company engages in any of the following practices:

A portion of workers, contractors, subcontractors or day-workers are paid below minimum wage

O Yes

No

Points Available: 0.00

#### No signed employment contracts for all workers

Please indicate if your company engages in any of the following practices:

Company does not have a signed contract of employment with each worker in a language they understand

O Yes

No

Points Available: 0.00

#### Payslips not provided to show wage calculation and deductions

Please indicate if your company engages in any of the following practices:

Company does not provide payslips or equivalent to all workers to show how wages are calculated and any deductions made

O Yes

No

Points Available: 0.00

#### Company prohibits freedom of association/collective bargaining

Please indicate if your company engages in any of the following practices:

Company prohibits workers from freely associating and bargaining collectively for the terms of one's employment

O Yes

O No

#### Workers cannot leave site during non-working hours

Please indicate if your company engages in any of the following practices:

Company prohibits workers from freely leaving the site during non-working hours or at the end of their shift

This includes workers who live on site.

O Yes

No

Points Available: 0.00

### **ID Cards Withheld or Penalties for Resignation**

Please indicate if your company engages in any of the following practices:

Company keeps workers' original ID cards or passports and/or does not allow workers to resign freely without penalty, even if advance notice is given

O Yes

No

Points Available: 0.00

#### **Workers Under Bond**

Please indicate if your company engages in any of the following practices:

Company hires workers that are under bond, debt, or other obligation to the company or to labor brokers

O Yes

No

Points Available: 0.00

## **Confirmation of Right to Work**

Please indicate if your company engages in any of the following practices:

Company does not confirm that workers have the legal right to work in jurisdiction of operations, or company does not keep personnel records that include evidence of the date of birth of each worker

O Yes

No

# **Employs Individuals on Zero-Hour Contracts** Please indicate if your company engages in any of the following practices: Company employs individuals on zero-hour contracts O Yes No Points Available: 0.00 Company workers are prisoners Please indicate if your company engages in any of the following practices: Company uses workers who are prisoners O Yes No Points Available: 0.00 Company Employs Workers Under Age 15 (Or Other ILO Minimum Age) Please indicate if your company engages in any of the following practices: Company employs workers under the age of 15 (or other minimum work age covered by the International Labour Organization Convention No. 138) and/or company does not keep personnel records that include evidence of the date of birth of each O Yes O No Points Available: 0.00 **Overtime For Hourly Workers Is Compulsory** Please indicate if your company engages in any of the following practices: Overtime work is compulsory and exceeds 48 hours in a week O Yes O No

#### **Other Disclosure Practices**

Please indicate if your company engages in any of the following practices:

Other sensitive practices that may cause social or environmental harm, or are subject to stakeholder concern



#### **Company Explanation Of Disclosure Item Flags**

If you selected "Yes" to any of the "Disclosure Practices" listed above, please provide a detailed explanation of the company's engagement in each practice marked in the affirmative:

If this does not apply to you, please enter "Does not apply" in the text area below.

If you selected "Yes" to any of the "Disclosure Practices" listed above, please provide a detailed explanation of the company's engagement in each practice marked in the affirmative:

Points Available: 0.00

#### **Disclosure Outcomes & Penalties**

Disclosure questions concerning litigation, relocation of communities, accidents, and on-the-job fatality.

#### **On-Site Fatality**

Please indicate if your company has experienced any of the following in the past 5 years:

Company has had an operational or on-the-job fatality

O Yes

O No

Points Available: 0.00

#### **Litigation or Arbitration**

Please indicate if your company has experienced any of the following in the past 5 years:

Litigation or arbitration against company either ongoing, settled, or found against the company

O Yes

O No

Points Available: 0.00

#### Company has filed for bankruptcy

Please indicate if your company has experienced any of the following in the past 5 years:

Company has filed for bankruptcy

O Yes

No

#### Bribery, Fraud, or Corruption

Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following:

Bribery, fraud, or corruption

O Yes

No

Points Available: 0.00

#### **Anti-Competitive Behavior**

Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following:

Anti-competitive behavior

O Yes

Points Available: 0.00

## Financial Reporting, Taxes, Investments, or Loans

Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following:

Financial reporting, tax payments, investments, or loans

O Yes

Points Available: 0.00

#### **Political Contributions or International Affairs**

Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following:

Political contributions or international affairs

O Yes

No

#### **Labor Issues**

Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following:

Labor issues (including safety and discrimination)

Yes

No

Points Available: 0.00

#### Recalls

Please indicate if your company has experienced any of the following in the past 5 years:

Recalls due to quality control issues

O Yes

Points Available: 0.00

#### **Breaches of Confidential Information**

Please indicate if your company has experienced any of the following in the past 5 years:

Breaches of individual privacy and/or losses of individual confidential data

O Yes
No

Points Available: 0.00

#### **Consumer Protection**

Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following:

Consumer protection (including product safety and marketing claims)

O Yes

O No

#### **Significant Layoffs**

Please indicate if your company has experienced any of the following in the past 5 years:

Company has had layoffs of more than 20% of the workforce

O Yes

No

Points Available: 0.00

## **Hazardous Discharges Into Air/Land/Water (Past 5 Yrs)**

Please indicate if your company has experienced any of the following in the past 5 years:

Company sites have experienced accidental discharges to air, land or water of hazardous substances

O Yes

No

Points Available: 0.00

## Large Scale Land Conversion, Acquisition, or Relocation

Please indicate if your company has experienced any of the following in the past 5 years:

Construction or operation of company involved large scale land acquisition, convergence, or degradation (including the construction or refurbishment of dams), or resulted in the resettlement or economic displacement of 5,000 or more people

O Yes

No

Points Available: 0.00

#### Penalties Assessed For Environmental Issues

Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following:

Environmental management penalties, including animal welfare

O Yes

No

#### **Violation of Indigenous Peoples Rights**

Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following:

Infringing on indigenous people's rights, for instance by utilizing lands owned or used by indigenous peoples without full documented consent of such peoples

O Yes
No

Points Available: 0.00

#### Other Disclosure Outcomes & Penalties

Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following:

Other penalties, complaints, or grievances filed or levied against the company for negative impacts on local communities, human rights, or other stakeholder concerns

O Yes

O No

Points Available: 0.00

## **Company Explanation Of Disclosure Item Flags**

If you selected "Yes" to any of the "Disclosure Outcomes & Penalties" listed above, please provide a detailed explanation of the company's experience related to each affirmative response:

If this does not apply to you, please enter "Does not apply" in the text area below.

If you selected "Yes" to any of the "Disclosure Outcomes & Penalties" listed above, please provide a detailed explanation of the company's experience related to each affirmative response:

Points Available: 0.00

# **Supply Chain Disclosure**

Disclosure questions concerning the significant suppliers of the company

#### Supplier Child Labor, Prison Labor, or Forced Labor

Please indicate if any of the following statements are true regarding your company's suppliers:

Employment of workers under the age of 15, use of workers who are currently prisoners, or other practices that are relevant to risk of forced labor

O Yes



O Don't Know

#### **Suppliers in Conflict Zones**

Please indicate if any of the following statements are true regarding your company's suppliers:

Operation in conflict zones

O Yes

O No

O Don't Know

Points Available: 0.00

# **Suppliers Negative Social Impact**

Please indicate if any of the following statements are true regarding your company's suppliers:

Practices or outcomes that produced substantial negative impacts regarding human rights, labor conditions, or local communities

O Yes

No

O Don't Know

Points Available: 0.00

## **Suppliers Negative Environmental Impact**

Please indicate if any of the following statements are true regarding your company's suppliers:

Practices or outcomes that produced substantial negative environmental impact

O Yes

No

O Don't Know