



# **Maynard Marks New Zealand Ltd**

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Disclosure Report  
Date Submitted: January 22nd, 2024



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## Disclosure Materials

Certified B Corporations must complete a Disclosure Questionnaire to identify potentially sensitive issues related to the company (e.g. historical fines, sanctions, material litigation, or sensitive industry practices).

This component does not affect the company's score on the B Impact Assessment. If the company answers affirmatively to any items in the Disclosure Questionnaire that B Lab deems relevant for public stakeholders, then, as a condition of their certification, the company must:

- 1) Be transparent about details of the disclosure issues identified on the company's public B Impact Report
- 2) Describe how the company has addressed this issue
- 3) Demonstrate that management practices are in place to avoid similar issues from arising in the future, when necessary.

In all cases, the Standards Advisory council reserves the right to refuse certification if the company is ultimately deemed not to uphold the spirit and integrity of the community.

In addition to the voluntary indication of sensitive issues in the Disclosure Questionnaire, companies pursuing Certification also are subject to a background check by B Lab staff. Background checks include a review of public records, news sources, and search engines for company names, brands, executives/founders, and other relevant topics.

Sensitive issues identified through background checks may or may not be within the scope of questions in the Disclosure Questionnaire, but undergo the same review process and are subject to the same possible review by the Standards Advisory Council, including ineligibility for B Corp Certification, required remediation, or disclosure.

**This document contains a copy of the company's completed Disclosure Questionnaire and related disclosure documentation provided by the company**



# Disclosure Questionnaire

## Industries and Products

	Yes	No
Please indicate if the company is involved in production or trade in any of the following. Select Yes for all options that apply.		
Animal Products or Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Biodiversity Impacts	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Chemicals	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disclosure Alcohol	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disclosure Firearms Weapons	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disclosure Mining	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disclosure Pornography	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disclosure Tobacco	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Energy and Emissions Intensive Industries	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fossil fuels Gambling	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Genetically Modified Organisms	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Illegal Products or Subject to Phase Out	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Industries at Risk of Human Rights Violations	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Monoculture Agriculture	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Nuclear Power or Hazardous Materials	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Payday, Short Term, or High Interest Lending	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Water Intensive Industries	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tax Advisory Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Outcomes & Penalties

	Yes	No
Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.		
Anti-Competitive Behavior	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Breaches of Confidential Information	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Bribery, Fraud, or Corruption	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Company has filed for bankruptcy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Consumer Protection	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Financial Reporting, Taxes, Investments, or Loans	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Hazardous Discharges Into Air/Land/Water (Past 5 Yrs)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Labor Issues	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Large Scale Land Conversion, Acquisition, or Relocation	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Litigation or Arbitration	<input checked="" type="checkbox"/>	<input type="checkbox"/>
On-Site Fatality	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Penalties Assessed For Environmental Issues	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Political Contributions or International Affairs	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Recalls	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Significant Layoffs	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Violation of Indigenous Peoples Rights	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>	<input checked="" type="checkbox"/>



## Practices

	Yes	No
Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."		
Animal Testing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Company/Suppliers Employ Under Age 15 (Or Other ILO Minimum Age)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Company prohibits freedom of association/collective bargaining	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Company workers are prisoners	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Conduct Business in Conflict Zones	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Confirmation of Right to Work	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does not transparently report corporate financials to government	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Employs Individuals on Zero-Hour Contracts	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Facilities located in sensitive ecosystems	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ID Cards Withheld or Penalties for Resignation	<input type="checkbox"/>	<input checked="" type="checkbox"/>
No formal Registration Under Domestic Regulations	<input type="checkbox"/>	<input checked="" type="checkbox"/>
No signed employment contracts for all workers	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Overtime For Hourly Workers Is Compulsory	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Payslips not provided to show wage calculation and deductions	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Yes	No
Sale of Data	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tax Reduction Through Corporate Shells	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Workers cannot leave site during non-working hours	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Workers not Provided Clean Drinking Water or Toilets	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Workers paid below minimum wage	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Workers Under Bond	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<a href="#">Other</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Supply Chain Disclosures

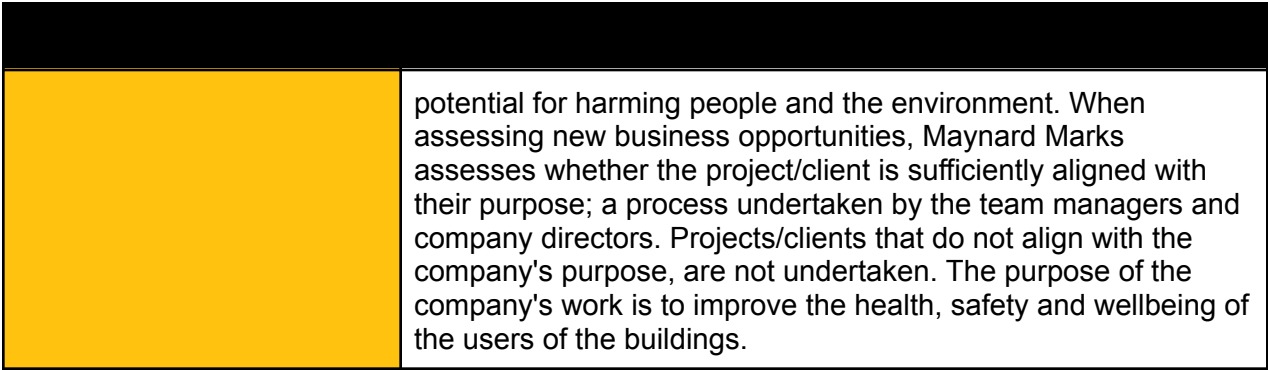
	Yes	No
Please indicate if any of the following statements are true regarding your company's significant suppliers.		
Business in Conflict Zones	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Child or Forced Labor	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Negative Environmental Impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Negative Social Impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>	<input checked="" type="checkbox"/>



# Disclosure Questionnaire Statement

Disclosure Questionnaire Category: Other - Clients in controversial industries

<b>Topic</b>	Clients in Controversial Industries
<b>Summary of Issue</b>	<p>Maynard Marks provides services that raise the quality and safety of the built environment including architectural design, building surveying, asbestos removal and consultancy services, building disputes, commercial property services, protection from fire or leaky buildings among others.</p> <p>Over the last 5 years, the company has had 1 one-off engagement with a client operating in the Fossil Fuel (coal, oil sands) industry and 1 client operating in the Prison industry. The services offered to the client in the Fossil Fuel industry has involved making sure the presence of asbestos in their buildings is identified and managed (removed if needed) with the objective of keeping personnel safe. For the client in the prison industry, the company's service helped identify any building components that may need replacing or repairing to ensure that buildings in which prisoners are housed and work are safe and healthy.</p>
<b>Size/Scope of Issue (e.g. \$ financial implication, # of individuals affected)</b>	<p>The one-off engagement the company had with a client operating in the Fossil Fuel industry represented less than 1% of the company's FY2019 revenue.</p> <p>The one-off engagement with the client operating in the Prison Industry represented less than 0.5% of the company's FY2020 revenue.</p>
<b>Impact on Stakeholders</b>	<p>Companies that work with clients in controversial industries can indirectly increase the harmful impact to stakeholders by enabling business growth. Therefore, companies that work with clients in these industries should have practices in place to ensure that their impact is aimed at decreasing the negative impacts of the industry.</p> <p>B Lab has flagged the involvement of companies with clients in controversial industries as a material issue and new standards will be created to address possible risks related to this matter.</p>
<b>Implemented Management Practices</b>	<p>Maynard Marks does not have a documented position on working for clients in sensitive industries. The organization has in place a client/project evaluation process prior to accepting new instructions which considers the client's business and its</p>





# Disclosure Questionnaire Statement

**Disclosure Questionnaire Category: Other - Clients in controversial industries**

<b>Topic</b>	Company provides services to clients in the Defense sector
<b>Summary of Issue</b>	<p>Maynard Marks provides consulting services to identify and manage asbestos in government buildings. The company identifies the presence of asbestos and a third party is contracted to remove or manage it. This process ensures that buildings are healthy and sustainable and building occupants are kept safe from hazardous materials. Maynard Marks has served this industry over the last 3 years. The company has only one client operating in the defense industry.</p> <p>The company's business is not related to equipment, machinery, or weapons of war.</p>
<b>Size/Scope of Issue (e.g. \$ financial implication, # of individuals affected)</b>	In FY2022, 3.30% of the company's revenue came from the defense sector, and on average this client has represented 1.3% of the company's revenue over the last 5 years.
<b>Impact on Stakeholders</b>	<p>B Lab has concluded that providing services to the defense sector has inherent potential risk; namely ethical implications of these services being used in a way that harms others and/or is misused, a lack of transparency, and other risks pertaining to private sector involvement in activities related to warfare.</p> <p>For more information about B Lab's position on companies providing services in the Defense Sector, access the risk standards available in the Report section below.</p>
<b>Implemented Management Practices</b>	<p>Maynard Marks has the following policies and practices to manage material sensitive risks associated with providing services to the defense sector:</p> <p>Formal policies related to anti-corruption, whistleblower programmes, lobbying and political contributions Maynard Marks ethics policy references the Royal Institution of Chartered Surveyors (RICS) Rules of Conduct for firms and RICS countering bribery, corruption, money-laundering, and terrorist financing. As an RICS regulated firm the company is required to comply with the Rules of Conduct for firms and both their company and staff who are individual professional members are required to comply with the RICS countering</p>

	<p>bribery, corruption, money-laundering and terrorist financing rules.</p> <p>Maynard Marks has anti-corruption measures outlined within their firm-wide Code of Conduct and Whistleblower Policy, which allows anonymous reporting of grievances and wrongdoings through a third party.</p> <p>The company's Whistleblowing policy encourages employees to come forward to a Team Manager or Director and voice any concerns without fear of victimisation, subsequent discrimination, disadvantage or dismissal. Concerns include:</p> <ul style="list-style-type: none"> <li>• Conduct which is an offense or a breach of law (a criminal offense that has been committed or failing to comply with any other legal obligation).</li> <li>• Disclosures relating to miscarriages of justice.</li> <li>• Racial, sexual, disability or any other discrimination.</li> <li>• Health and safety of employees or anyone else who comes into our workplace.</li> <li>• Damage to the environment.</li> <li>• Unauthorised use of our assets, such as company credit card.</li> <li>• Possible fraud or corruption.</li> <li>• Neglect or abuse of clients.</li> <li>• Any other unethical conduct or inappropriate behaviour.</li> </ul> <p>In addition, the company has a professional ethics and gifts policy, referenced in its Code of Conduct. The company has a gift register maintained by the Office Manager to record both the giving and receiving of gifts over the value of \$10.</p> <p>Maynard Marks prohibits direct or indirect political contributions including donations to politicians, political parties or candidates, including in kind donations.</p>
<p><b>Report</b></p>	<p><a href="#">B Lab's Risk Standards for Clients in the Defense sector</a></p> <p><a href="#">RICS Professional Statement -countering Bribery Corruption, Money Laundering and Terrorist Financing</a></p> <p><a href="#">RICS code of conduct</a></p>





# Disclosure Questionnaire Statement

Disclosure Questionnaire Category: Litigation or Arbitration

<b>Issue Date</b>	12/28/2023
<b>Topic</b>	Two litigation cases filed against Maynard Marks with private settlements.
<b>Summary of Issue</b>	The company has had two litigation cases in the last 5 years, both related to building defect and repair projects. The lawsuits were filed by the property owners.
<b>Size/Scope of Issue (e.g. \$ financial implication, # of individuals affected)</b>	Both cases were settled in private in a confidential mediation. The company is not able to share information on the payments made.
<b>Impact on Stakeholders</b>	The client, Maynard Marks and other respondent parties were affected.
<b>Resolution</b>	Both cases were settled in private and in a confidential mediation. There are no outstanding claims against Maynard Marks.
<b>Management Practices</b>	The company has taken steps to mitigate similar litigation issues arising in future. Additional risk management processes have been introduced throughout project lifecycles, including when considering multi-disciplinary consultancy roles on projects to minimise the potential for conflicts of interest.
<b>Related Incidents (Yes/No)</b>	No.