#### Nestlé Nespresso S.A. 2022 Full B Impact Assessments

#### **Transparency Requirement for Wholly-owned Subsidiaries**

As a wholly-owned subsidiary of Nestlé S.A., Nestlé Nespresso S.A. is required to make transparent its answers to all non-sensitive questions on the B Impact Assessment. All subsidiaries for which Nespresso owns >50% of shares and has a controlling interest must also make their assessments transparent.

All answers reported refer to each of the respective subsidiaries' practices and performance except for topics managed at the corporate level (i.e. Nestlé Nespresso S.A.). In those cases, corporate answers have been reported in the respective subsidiaries' assessments having made sure that they are fully implemented as such at Nestlé Nespresso S.A. Answers to questions that would reveal sensitive information (e.g. that would advantage competitors to prejudice litigation) are redacted as such.

To learn more about the scoring methodology for Nestlé Nespresso S.A., see "Nespresso Aggregated Scoring Methodology."

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CORE <b>3.6</b>	COMPLETION 100%	VERSION 6	NAME Active Assessment	SECTOR Manufacturing	COMPANY SIZE 1000+	Ξ
Over	all B Impact Score					(j)
	Spresso GI	December 31st,	Your Company	9	3.6	
2		B Corporati	on Certification Qualification			200
	Governance		_		QUESTIONS ANSWERED 35/35	overall score 13.2
-	Workers				QUESTIONS ANSWERED 61/61	OVERALL SCORE
			_			
	Community		_		QUESTIONS ANSWERED 83/83	OVERALL SCORE
						22.4

# **Mission & Engagement**

#### **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.

 $\bigcirc$  Creating positive social or environmental impact is not a focus for our business

O 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.

O 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.

No social or environmental 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)

U We have no written mission statement

Points Earned: 0.03 of 0.17

#### **Mission Statement**

Please share the text of your formal mission statement here.

Please share the text of your formal mission statement here. Cultivating coffee as an art to

## **Social and Environmental Decision-Making**

#### How does your company integrate social and environmental performance into 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
- $\Box$  We measure our externalities in monetary terms and incorporate them into our financial balances
- Other please describe
- □ None of the above

Points Earned: 0.28 of 0.35

# **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
- Vorkers articulate goals and achievements related to social and environmental metrics as an individual or part of a workplace team

All supervisors and managers receive training on how to communicate social and environmental goals to employees and implement accountability for results

None of the above

Points Earned: 0.35 of 0.35

#### Managers with Responsibilities to Mission

What percentage of full-time managers have social or environmental mission-related responsibilities or expectations in their job descriptions?

○ 0% ● 1-49% ○ 50-99% ○ 100%

## **Mission-driven Executive Compensation**

Which of your executives have their compensation tied to achieving specific social and environmental metrics or objectives?

Please check all that apply.

None
 Our CEO or President
 Senior managers reporting to the CEO or President

Points Earned: 0.17 of 0.35

#### **Social or Environmental Performance Related Executive Job Descriptions**

What social or environmental issues appear in performance-related responsibilities or expectations outlined in the job descriptions of the CEO and the CEO's direct reports?

Human rights and labor performance (including supply chain)

Community engagement (including volunteering and charitable giving)

Serving consumers in need

C Environmental performance

- Other social or environmental innovation (please describe)
- □ None of the above

## **Board Review of Social or Environmental Performance**

Does the Board of Directors or equivalent governing body review your company's social or environmental performance on at least an annual basis?

O No, our Board doesn't review that

 $\bigcirc$  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

 $\bigcirc$  N/A - Our company has no Board of Directors or equivalent governing body

Points Earned: 0.35 of 0.35

## **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: 0.35 of 0.35

#### **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
- Ve have identified and measure metrics based on the results of the materiality assessment we conducted for the company
- Ve have set performance targets for all identified material issues and measurements
- U We measure the material social and environmental outcomes produced by our performance on our KPIs over time
- □ None of the above

Points Earned: 0.33 of 0.35

## **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? Company management coffe

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
- $\hfill\square$  Company reviews or conducts a materiality assessment "update" every year
- Company has created materiality review processes to identify and adjust material issues more frequently than annually

None of the above

#### 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: 0.17 of 0.35

	OPERATIONS
Ethics & Transparency	3.2

#### **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

 $\odot$  Board of Directors (with at least one member who is not an executive or owner of the company)

Points Available: 0.33

#### **Shareholder Engagement**

Which of the following apply to your shareholder engagement practices?

Our company permits proxy voting by means of paper ballot, electronic voting, proxy voting services, or other remote mechanism

 $\hfill\square$  We have mechanisms in place for shareholders to cast confidential votes

✓ Our company's ownership structure follows one-share, one-vote standard

Shareholders have formal rights to vote on changes in corporate articles, by-laws, governance structures, and change-in-control provisions

Shareholders have the right to nominate Board members

Shareholder communications include company's financial and ESG performance

□ None of the above

# **Code of Ethics**

What is required by your company's Code of Ethics?

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

O None of the above

N/A - No Code of Ethics

Points Earned: 0.31 of 0.33

# **Code of Ethics Training**

Which of the following stakeholder groups are required to participate in regular training on your company's Code of Ethics?

Please check all that apply.

Executives and senior managers

Business partners, contractors, and suppliers

- Subsidiaries
- □ Joint ventures
- □ None of the above

Points Earned: 0.11 of 0.33

# **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.

- Ve 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

# **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

Points Earned: 0.33 of 0.33

# **Anti-Corruption Practices**

Which of the following anti-corruption reporting and prevention systems are in place?

- Vritten 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
- O None of the above

## **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: 0.27 of 0.33

#### **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 of 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

Points Earned: 0.33 of 0.33

#### **Company Transparency**

#### 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
- 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

## **Financial Transparency with Employees**

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

Exclude compensation data. Please check all that apply.

- U We have no formal documented process to share financial information with employees
- Cour company discloses all financial information (except salary info) at least yearly
- COur company discloses all financial information (except salary info) at least quarterly
- In addition to sharing financials, our company also has an intentional education program around shared financials
- In addition to sharing financials with employees, our company publicly reports its financial statements

Points Earned: 0.25 of 0.33

# **Impact Reporting**

Does the company produce a public-facing annual report detailing its social and environmental performance that includes any of the following?

We seek input from relevant stakeholder groups to help determine what information to report

We provide clear descriptions of our mission-related activities

We share quantifiable targets related to our company's mission

Ve share quantifiable results from our mission-related activities (e.g., lbs of carbon offset)

Ve use consistent variables of measurement which allow comparisons to previous years

Our report is in compliance with the Global Reporting Initiative (GRI) or equivalent disclosure level based on a third-party voluntary reporting standard

A third party has validated the information we share

Impact reporting is integrated with financial reporting

Use don't produce a public-facing mission-related annual report

Points Earned: 0.33 of 0.33

#### **Executive Compensation Disclosure**

Does your company have a written statement or policy to publicly disclose executive compensation?

⊖ Yes

🔘 No

# **Governing Body Transparency**

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

Please check all that apply.

Use 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

- Use publicly report remuneration of board members and chief executives
- None of the above

Points Available: 0.33

# **Governance Metrics**

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

**OPERATIONS** 

0.0

#### **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, 2020

Points Available: 0.00

## **Reporting Currency**

Select your reporting currency

O Swiss Franc - CHF

Points 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

From the fiscal year before last Sensitive

UWe do not track this

#### **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 co	mpany
has not yet completed its first fiscal year, please put \$0	

From the last fiscal year	
UWe do not track this	

Points Available: 0.00

# **Net Income Last Year**

#### Net Income

From the last fiscal year

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

From the last fiscal year	
UWe do not track this	

Points Available: 0.00

# **Net Income Year Before Last**

#### Net Income

From the fiscal year before last		
From the fiscal year before last	Sensitive	

UWe do not track this

Points Available: 0.00

# **Mission Locked - Impact Business Model**

IMPACT BUSINESS MODELS 7.5

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?

This question is related to the legal requirement for Certified B Corps. Click "Learn" for more information and resources about this requirement.

O Signed a contract or Board resolution committing to adopting a legal form that requires consideration of all stakeholders (e.g.

signed B Corp Agreement)

O 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 that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)

O As an independent or publicly-owned business, amended corporate governing documents or adopted a legal entity that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)

O None of the above

Points Earned: 7.50 of 10.00

#### Workers

# **Workers Impact Area Introduction**

OPERATIONS

0.0

This section identifies who should be considered a "worker" in the B Impact Assessment and reports your workerrelated metrics. It also identifies whether your company is designed to deliver a specific, material, positive impact for its workers, and if so, opens the Worker Impact Business Model section that is most applicable.

# 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

# **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.

Ves, 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

#### **Independent Contractor Instructions**

For the remainder of the Workers section, you should consider independent contractors that work for the company 20+ hours per week over a 6+ month period as "employees" or "workers"

• Ok, I will consider all independent contractors that meet these specifications in my responses to the remaining questions in the Workers section.

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

Please click "Learn More" to understand how to answer this question.

Current Total Full-Time Workers 2055

UWe do not track this

#### # of Full Time Workers Last Year

Number of Total Full-Time Workers

Total full-time workers twelve months ago

Please click "Learn More" to understand how to answer this question.

Total full-time workers twelve months ago 1612

UWe do not track this

Points Available: 0.00

#### **# of Part Time Workers**

Number of Total Part-Time Workers

Current Total Part-Time Workers

Please click "Learn More" to understand how to answer this question.

Current Total Part-Time Workers 321

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

Please click "Learn More" to understand how to answer this question.

Total part-time workers twelve months ago 311

We do not track this

Points Available: 0.00

#### **# of Temporary Workers**

Number of Total Temporary Workers

Current Total Temporary Workers

Please click "Learn More" to understand how to answer this question.

Current Total Temporary Workers 313

UWe do not track this

#### **# of Temporary Workers Last Year**

Number of Total Temporary Workers

Total temporary workers twelve months ago

Please click "Learn More" to understand how to answer this question.

Total temporary workers twelve months ago 246

UWe do not track this

Points Available: 0.00

# **Financial Security**

OPERATIONS **4.9** 

#### **Lowest Paid Wage**

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

Please exclude students and interns in this calculation.

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

UWe do not track this

Points Available: 0.00

## % 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%
75-89%
90-99%
100%
N/A</pre>

## % 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.

<75%
75-89%
90-99%
100%
N/A</pre>

Points Available: 2.34

# % Above the Minimum Wage

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

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.

0% - Lowest wage is equivalent to minimum wage
 1-9%
 10-29%
 30-49%
 50-75%
 75%+
 N/A - We do not employ hourly workers

Points Earned: 0.23 of 1.17

## **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?

Examples include commissioning a living wage calculation. Select N/A if living wage already exists.

Yes
No
N/A - Living wage already exists

# **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
- C Employee ownership opportunities
- □ None of the above

Points Earned: 1.17 of 1.17

#### **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?

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

Points Earned: 0.88 of 1.17

#### Significance of Bonuses

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

 $\bigcirc$  No bonus payout, or no bonus plan

🔘 5% or less

○ 5-10%

○ 10-15%

○ 15-20%

○>20%

 $\bigcirc$  Bonuses were paid to non-executive workers, despite the company not earning a profit

Points Earned: 0.15 of 1.17

## % 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%
1-24%
25-49%
50-74%
75-99%
100%

 $\bigcirc$  N/A

Points Earned: 0.29 of 1.17

#### % 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: 0.59 of 2.34

## % of Company Owned by Non-Management Employees

What percentage of your company is owned by non-executive, non-management level workers through an ownership vehicle paid for by the company that does not require employee contributions?

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

0%
 1-4%
 5-24%
 25-50%
 >50%
 N/A

Points Available: 1.17

## **Retirement Programs**

Do employees have access to any of the following savings programs for retirement?

- Government-sponsored pension or superannuation plans
- ✓ Private Pension or Provident Funds
- Plan that specifically includes Socially-Responsible Investing option
- □ None of the above

Points Earned: 1.17 of 1.17

# **Financial Services for Employees**

What financial products, programs, or services does your company provide that help to meet financial health needs of hourly employees?

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.

- ✓ 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 Earned: 0.44 of 0.59

# Health, Wellness, & Safety

OPERATIONS

8.4

# \_\_\_\_\_

## **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)

Government-mandated or -provided health insurance programs (e.g. Switzerland)

O None of the Above

## **Healthcare Coverage**

What percentage of employees is eligible for health care benefits either through company or government plan?

<75%
75-84%
85-94%
95%+
</pre>

Points Earned: 0.95 of 0.95

# **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
 Other - please describe
 None of the above

Points Earned: 0.48 of 0.95

# 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

Use do not offer supplementary health benefits to part-time workers

N/A - We don't have part-time employees

## **Health and Wellness Initiatives**

What health and wellness initiatives or policies does your company offer beyond insurer-provided programs?

Check all that apply.

We sponsor and encourage workers to participate in health and wellness activities during the workweek (e.g. walking or steps
programs)
Ve offer incentives for workers to complete health risk assessments or participate in health and wellness activities (e.g., a fund for
exercise equipment, subsidized gym membership)
C Employees have access to behavioral health counseling services, web resources, or Employee Assistance Programs
Spouses, partners, or children of employees are provided access to behavioral health counseling services, web resources, or
Employee Assistance Programs
✓ We have policies and programs in place to prevent ergonomic-related injuries in the workspace
$\Box$ Over 25% of workers have completed a health risk assessment in the last twelve months
Management receives reports on aggregate participation in worker wellness programs
Other - please describe
Company does not offer any formal health and wellness initiatives
Points Earned: 0.95 of 0.95

# **Worksite Characteristics**

What safety processes are in place at all of your company worksites?

At the beginning of every shift, a briefing with front-line workers is held to share new information or discuss the work for the day

Results of hazard analyses or routine activities are documented

Potential hazards are identified, analyzed, and managed when new materials or equipment are purchased or new processes are implemented

Vorkers have written permission to shut down unsafe processes

□ None of the above

## Management Commitment to Health and Safety

#### What are your company practices regarding management's commitment to worker health and safety?

Select those that apply to all company worksites.

Ve have a written safety and health policy to minimize on-the-job employee accidents and injuries

Safety and health is integrated into our overall management planning process, and workers are involved in safety planning, resource allocation, audits, etc.

Safety and health concerns are communicated through regular safety and health trainings

Ve have specific safety and health program goals and objectives, with specific indicators to measure progress

Senior management addresses safety issues through written communications or in company gatherings at least quarterly

Ve have a formal safety reporting system for employees to submit their safety concerns

Our safety procedures are easily accessible for all on-site personnel, including workers, non-managerial staff, and visitors

U We participate in an external program demonstrating commitment and excellence in safety and health (e.g. Voluntary Protection Program)

□ N/A - No manufacturing or wholesale facilities

□ None of the above

Points Earned: 0.95 of 0.95

#### **Health and Safety Audit Practices**

Your company's practices related to inspections and audits include:

Select those that apply to all company worksites.

A written procedure for performing safety and health inspections

Routine safety and health inspections at least quarterly

Use of information discovered through analyses to improve safety processes (e.g. baseline hazards analysis, incident analysis,

employee concerns, sampling results from inspections)

Cocumentation of results of the routine inspections

Inspection reports that clearly indicate what needs to be corrected, with documented accountability for closure

N/A - No manufacturing or wholesale facilities

None of the above

# **Tracking Hazards**

When eliminating and tracking hazards, your company:

Select those that apply to all company worksites.

- Follows the preferred hierarchy to eliminate or control the hazard (first engineering, then administrative, then work practices, and
- finally Personal Protective Equipment)
- Regularly assesses use of Personal Protective Equipment (PPE)
- Conducts follow-up studies to ensure that hazard controls are adequate
- Z Documents and addresses hazard controls in appropriate procedures (e.g. safety and health rules, inspections, training, etc.)
- None of the above

Points Earned: 0.95 of 0.95

#### **Controlling Worker Exposure to Hazardous Material**

How has your company assessed and managed worker exposure to hazardous materials?

- O 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

O Assessment indicates no exposure

O We have not conducted an assessment

Points Earned: 0.32 of 0.48

## **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.

- 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

- Uritten IAQ Compliant response policy
- None of the above

# **Evaluating Health and Safety Practices**

What is included in your company's measurement and evaluation practices in relation to occupational safety and health?

Select those that apply to all company worksites.

✓ A standardized third-party safety management system (e.g. ISO 18001, BS 8800)
A safety position, safety committee, or safety program representative who reports to a senior-level position (Vice President or
higher)
A documented standard procedure for investigating accidents and major incidents
✓ Investigation and documentation of the root causes of accidents and incidents
Implementation of corrective actions after root causes of an accident or incident are determined
Transparency of injury or illness trends and trend data to all workers
$\Box$ An annual evaluation of the safety and health system that includes senior management in the evaluation
An employee safety recognition program
Regular Safety Perception Surveys to engage with workers
□ None of the above
Points Earned: 0.95 of 0.95

	OPERATIONS
Career Development	2.5

# **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
- Ve 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

## **Amount of Training for New Hires**

What was the average amount of training that a newly hired worker received in the past twelve months?

Use average of both full-time and part-time employees.

 $\bigcirc$  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)

O N/A - No new hires during the last 12 months

Points Earned: 0.27 of 0.41

# **Paid Professional Development Days**

How many paid days of professional development do the majority of full time workers receive in a single year?

- $\bigcirc$  0 days
- ◯ 1-4 days
- 🔘 5-9 days
- ◯ 10+ days
- O No formal policy

Points Earned: 0.27 of 0.41

## **Management Training**

What management training and coaching do new and existing managers regularly receive?

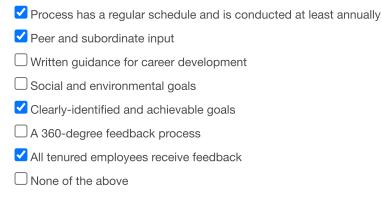
Check all that apply.

- Providing ongoing praise and corrective feedback
- Conflict negotiation and resolution
- Group dynamics and optimal team functioning
- Performance evaluation systems
- Other please describe
- □ None of the above

#### **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.



Points Earned: 0.66 of 0.82

# **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%
15%+

Points Earned: 0.14 of 0.41

# **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
- U We partner with education institutions to provide internship opportunities or work-study programs
- UWe pay interns a living wage
- Our interns receive formal performance reviews
- Cour interns have a formal opportunity to provide feedback on experience
- Ve 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

# **End of Employment Support**

What are your formal company policies regarding employee termination and layoffs?

We have a policy to provide written notice of employee performance prior to termination

We have a policy to provide performance improvement plans or stated corrective time periods prior to termination

U We have a policy to provide at minimum 2+ weeks of severance per year of employment

U We provide outplacement services for terminated employees

We don't have written termination or severance policies

Points Earned: 0.06 of 0.21

# **Career Development (Salaried)**

OPERATIONS

## **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: 0.14 of 0.19

## **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

# Life Skill 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?

Training on life skills for personal development (e.g. literacy, personal financial planning)

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

Points Earned: 0.05 of 0.19

## **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 Earned: 0.09 of 0.38

## **Career Development Policies**

What are your company's policies and practices around career development and promotion?

Employees who seek to take a short-term leave or sabbatical will have their jobs guaranteed upon return

Cur company will make an effort to find a place for employees who seek to take a long-term leave or sabbatical upon their return

Employees are able to make lateral moves or change career direction or pace when possible

□ None of the above

Points Earned: 0.19 of 0.19

# **Engagement & Satisfaction**

OPERATIONS

4.1

## **Employee Handbook Information**

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: 0.28 of 0.28

#### Paid Secondary Caregiver Leave

What secondary parental leave policies are available to your workers, either through your company or a 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
- Uvorkers receive up to 2 weeks (or full pay equivalent) paid leave
- Workers receive between 2 to 5 weeks (or full pay equivalent) paid leave
- Uvorkers receive greater than 5 weeks (or full pay equivalent) paid leave
- Policy does not distinguish between primary and secondary caregiving, or provides equivalent time and pay to both
- □ No secondary caregiver leave is offered to employees

Points Earned: 0.44 of 0.56

#### **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.

- On-site childcare
- Off-site subsidized childcare
- Free or subsidized meals
- Policy to support breastfeeding mothers
- Cother please describe
- None of the above

Points Earned: 1.06 of 1.11

#### **Worker Empowerment**

How does your company engage and empower workers?

Ve have formalized feedback and complaint mechanisms beyond direct reporting lines to address concerns and improve company
practices
🗹 We have processes in place to provide input from employees prior to operational and/or strategic policy or practice changes
C Employee complaint / input mechanisms are reviewed at least every other year, with input from employees themselves into the
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
Points Earned: 0.56 of 0.56

## 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
- U 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: 0.56 of 0.56

#### **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.

Number of full-time and part-time workers that departed or left the company in the last twelve months

UWe do not track this

# **Employee Satisfaction**

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

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

<65%</li>
65-80%
81-90%
90%+
N/A

Points Earned: 0.83 of 1.11

## **Labor Practices Review**

How have your company's labor practices been certified or reviewed by an independent third party in the last twelve months?

🗌 No

50%+ of our operations have been reviewed or certified

U We have conducted human rights reviews beyond what is required by law

Our compliance reports are shared with stakeholders (e.g. workers, suppliers, NGOs, government)

✓ N/A - Company only has operations in developed markets

```
Points Available: 0.28
```

# 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?

None
1-24%
25-49%
50-74%
75%+

Points Earned: 0.42 of 0.56

# **Engagement & Satisfaction (Salaried)**

OPERATIONS
2.1

# Number of Paid Days Off

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

 $\bigcirc$  0-15 work days

- O 16-22 work days
- O 23-29 work days
- O 30-35 work days
- ◯ 36+ work days

Points Earned: 0.68 of 0.75

# 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?

If applicable, please select one answer indicating total time off (answers 1-3), and one answer indicating fully paid time off (answers 4-7).

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)
- 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
- 24+ 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

Points Earned: 0.45 of 0.75

# **Workplace Flexibility in Practice**

Which of the following flexible workplace practices have been used in the past 12 months?

Please check all that apply.

- Managers or executives worked part-time or in a job-share
- Managers or executives are in a telecommuting position
- $\hfill \Box$  We hired new people into permanent positions that are telecommuting
- We hired new people into permanent positions that are part-time or job-share
- Ve have transitioned staff into part-time, job-share, or telecommuting positions
- Other please describe
- □ None of the above

# **Attrition Rate for Salaried Workers**

What percentage of full-time and part-time salaried workers left the company during the last twelve months?

Calculation should include voluntary and involuntary separation, but exclude workers dismissed with cause.

Sensitive

Points Earned: 0.25 of 0.75

#### Community

# **Community Impact Area Introduction**

OPERATIONS

This section identifies whether your company is designed to deliver a specific, material, positive impact for its community, and if so, opens the Community Impact Business Model section that is most applicable.

## **Community Oriented Impact Business Model**

Does your company's business model create a specific positive benefit for stakeholders such as charitable partners, vendors or suppliers in need, or your local community?

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

O Yes ○ No

Points Available: 0.00

## **Community Oriented Business Models**

#### Is your company structured to benefit community stakeholders in any of the following ways?

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

A producer-owned cooperative structure in which suppliers share control and benefits of company operations (e.g. farmer

cooperative, artisanal cooperative)

Purchasing fair or direct trade to improve livelihoods for underserved groups in your supply chain

A micro-distribution or micro-franchising model that provides economic opportunities to underserved groups

A formal standing commitment to donate a significant portion of sales, profits, or ownership to charitable causes (>2% sales, >20% profits/ownership)

A community-focused business model that supports and builds the economic vitality of local communities

□ None of the above

# **Supporting Underserved Suppliers**

Does your company source from and/or provide support to populations in low-income, poor, or very poor markets through your supply chain purchasing practices (e.g. fair trade certified products, direct trade)?

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

O Yes

⊖ No

Points Available: 0.00

# **Diversity, Equity, & Inclusion**

OPERATIONS

### **Inclusive Hiring Practices**

How does your company create an inclusive recruiting and hiring process?

Use include a statement in all our job postings with a commitment to diversity, equity, and inclusion

U We don't ask about incarceration history during our application process

U We conduct anonymous or "blind" reviews of applications or resumes without attaching names or identifiable characteristics

Use actively recruit through organizations or services that serve individuals from underrepresented populations

Ve conduct analyses of our job description language and requirements to ensure they are inclusive and equitable

□ None of the above

Points Earned: 0.18 of 0.54

# **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

Adjority owned by individuals from underrepresented racial or ethnic minorities

Approximately and the second s

None of the above

#### **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
- U 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: 0.54 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

Points Earned: 0.41 of 0.54

### **Measurement of Diversity**

What attributes of a diverse workforce does your company track, either through anonymous surveys or 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: 0.41 of 0.54

#### Low Income Workers

What percentage of your workforce lives in poor/very poor or low-income areas or does not have college degree?

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

Points Available: 0.54

### **Women Workers**

How many of your non-managerial workers identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know

Points Earned: 0.36 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?

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

Points Earned: 0.27 of 0.54

# **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
 11-15x
 6-10x
 1-5x

Points Available: 0.54

### **Female Management**

How many of your company managers identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know
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.

- $\bigcirc$  0%
- ○1-9%
- 10-19%
- 20-29%
- 30%+
- 🔘 Don't know

### **Female Executives**

How many of your company executives identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know
N/A

Points Earned: 0.36 of 0.54

#### **Executives from Underrepresented Populations**

How many of your company executives identify as from another underrepresented social group?

0%
1-9%
10-19%
20-29%
30%+
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?

Use track diversity of ownership among our suppliers

U We have a policy to give preferences to suppliers with ownership from underrepresented populations

U We have formal targets to make a specific percentage of purchases from suppliers with diverse ownership

U 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

# **Supplier Ownership Diversity**

What percentage of your purchases were from companies that are majority-owned by women or individuals from underrepresented populations?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't Know

Points Available: 0.54

	OPERATIONS
Economic Impact	2.8

#### **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. Nestle Nespresso SA has a t

Points Available: 0.00

### **Job Growth Rate**

What was your company's net job growth rate for full-time and part-time positions over the last 12 months? ONLY include newly created jobs that are paid 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% (no growth on a net basis)1-5%

06-15%

○>15%

Points Earned: 0.79 of 2.36

#### 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: 132	
□ We do not track this	

Points Available: 0.00

# **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?

0%
1-9%
10-19%
20-29%
30%+

Points Earned: 1.18 of 1.18

# **Local Purchasing and Hiring Policies**

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

"Local" is defined as being part of the same community. While the size and distance of a community may vary by context, they should generally be based on a small-scale economically and culturally connected area like a metropolitan area or a city/town.

Uvritten 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

Incentives for staff to live within 20 miles of local company facility

Other (please describe)

No written local purchasing or hiring policies in place

# **Spending on Local Suppliers**

What percentage of your company's expenses (excluding labor) was spent with independent suppliers local to the company's headquarters or relevant facilities in the last fiscal year?

Please click "Learn More" to understand how to answer this question.

<20%	
○ 20-39%	
○ 40-59%	
○ 60%+	
🔿 Don't know	

Points Available: 1.18

#### **Facilities in Low-Income Communities**

What percentage of your workforce is low-income or does not have a college degree AND is also employed in company facilities located in low-income communities?

<10%</li>
 10-19%
 20-29%
 30%+
 Don't Know

Points Available: 1.18

#### **Impactful Banking Services**

What characteristics apply to the financial institution that provides the majority of your company's banking services?

Certified CDFI or national equivalent social investment organization

Certified B Corporation

- Member of the Global Alliance for Banking on Values
- Cooperative bank or credit union
- Local bank committed to serving the community
- Independently owned bank
- None of the above

# **Local Employee Statistics**

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Executives

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.19 of 0.39

# % of Managers Hired Locally

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Managers

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.29 of 0.39

# % of Non-Managers Hired Locally

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Non-managerial full-time workers

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.39 of 0.39

# **Procurement Staff Practices**

Does your company provide your procurement staff or departments with any of the following?

UWritten requirement to consider suppliers within the same geographic area, among other social or environmental factors beyond

pure competitive bid

Uritten requirement to post RFPs with local suppliers

Training or resources for how to source from local or independent suppliers

□ Incentives to source from local suppliers

✓ None of the above

Points Available: 1.18

# **Civic Engagement & Giving**

OPERATIONS

## **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

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

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

Ve 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

U We have screening practices for charitable contributions or impact measurement mechanisms for our community investments

□ None of the above

Points Earned: 0.24 of 0.48

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

How does your company measure the performance or impact of your community investments?

Company has a staff member (or members) who have performance measurement and evaluation part of written job responsibility

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

#### **Community Investments Performance Improvement**

How does your company monitor and improve the progress of its community investments?

Performance of community investment initiatives and strategy are reviewed and overseen by executive team or Board of Directors at least annually

Company has set public goals related to community investment performance and set targets to achieve them

Company monitors performance of projects at least every year to determine if they are on target to meet objectives

Company reports progress publicly to solicit feedback on programs

Other

None of the above

Points Earned: 0.24 of 0.24

# **Strategic Decision Making for Community Investments**

How does your company identify and choose community investment to support strategically?

Company has a written statement / strategy that focuses community investments on specific outcomes and intended impact of the 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 screens, etc.)

Other

□ None of the above

Points Earned: 0.29 of 0.48

### **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?

None
Less than 0.1% of revenues
0.1-0.4% of revenues
0.5-0.9% of revenues
1-1.9% of revenues
>2%

Points Earned: 0.12 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.

No donations last fiscal year
 Less than 0.1% of revenue

O 0.1-0.4% of revenue

○ 0.5-0.9% of revenue

- 1-1.9% of revenue
- $\bigcirc$  2%+ of revenue
- ◯ Don't know

Points Earned: 0.39 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 Sensitive

UWe do not track this

Points Available: 0.00

### **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

	OPERATIONS
Supply Chain Management	6.7

#### **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.

- Product Manufacturers
- Professional Service Firms (Consulting, Legal, Accounting)
- Independent Contractors
- Marketing and advertising
- Office Supplies
- Benefits Providers
- Technology
- Raw materials
- Farms
- ✓ Other please describe

# Supply Chain Risk Assessment and Mapping

Has your company conducted a risk assessment that identifies aspects of your supply chain and purchasers at most risk for negative social and environmental impact based on any of the following risk factors?

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

Country of origin
Sub-regions within countries
Product / Service / Ingredient attributes
Size of purchases by the company
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: 0.10 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 in place that accurately traces the source and origination of all ingredients/ components through the chain?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.31 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?

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

● Yes○ No

# **Outsourced Staffing Screening Topics**

Does your company review or set requirements regarding the labor practices of its outsourced staffing service providers 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
Compliance with international human rights and labor standards (for employees and contractors)
Payment at or above industry benchmarks
Payment of a living wage (for employees and contractors)
C Employee benefits provided
Professional development opportunities
✓ Other labor practices
□ None of the above

Points Earned: 0.17 of 0.21

# % of Outsourced Services Accountable to Code of Conduct?

What % of your outsourced staffing services (on a currency basis) are accountable to the formalized code of conduct or requirements described in the previous question?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

# **Screening / Monitoring for Services**

Which of the following methods are used to evaluate the social or environmental impact of your outsourced staffing services?

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

Company shares policies or rules with subcontractors but does not have a verification process in place
Company requires subcontractors complete self-designed assessment
Company utilizes third party risk or impact assessment tools (BIA)
Company conducts routine audits/reviews of subcontractors at least every two years
$\Box$ Company has third parties conduct routine audits/reviews of subcontractors at least every two year
Other
□ None of the above

Points Earned: 0.02 of 0.21

### % of Outsourced Staffing Services Screened / Monitored

What % of your outsourced staffing services (on a currency basis) are evaluated based on the methods selected in the previous question?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

### **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)
- C Ethics and anti-corruption policies
- Anagement systems to manage and incentivize positive social and environmental performance

Other

□ None of the above

# % 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%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

#### 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?

Company shares policies or rules with suppliers but does not have a verification process in place

Company requires completion of self-designed assessment

Company utilizes third party risk or impact assessment tools (Sedex, BIA)

Company conducts routine audits/reviews of Tier 1 suppliers at least every two years

Company has third parties conduct routine audits/reviews of Tier 1 supplier at least every two years

Company has mechanisms to hear grievances or performance feedback from stakeholders of Tier 1 suppliers

Company can confirm quantifiable improvement in Tier 1 supplier social and environmental performance improvement in last year

□ None of the above

Points Earned: 0.02 of 0.21

#### % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 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 can confirm quantifiable improvement in Tier 2 supplier social and environmental performance improvement in last year

□ None of the above

Points Earned: 0.02 of 0.21

### % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 0.83

# **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:

 $\Box$  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: 0.21 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.72 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

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

□ None of the above

Points Earned: 0.10 of 0.21

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

For what % of your suppliers (on a currency basis) do the reporting practices selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 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 otherwise 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

#### % 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%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 0.83

# **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 and 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

Points Earned: 0.16 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 Available: 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 36 months.

O Average tenure of supplier relationships is greater than 36 months.

O Average tenure of supplier relationships is greater than 72 months.

O Average tenure of supplier relationships is greater than 120 months.

Our company has had a relationship with a majority of our suppliers (on a currency basis) since our first year of operations.

◯ Don't 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: 0.10 of 0.41

# Supply Chain Poverty Alleviation - Impact Business Model

IMPACT BUSINESS MODELS

7.2

This IBM section is applicable to companies that reduce poverty in their supply chain through trade terms, positive labor conditions, and support for underserved suppliers in low-income, poor, or very poor markets (e.g. fair trade, direct trade).

# **Purchasing From Underserved Suppliers**

Do you purchase directly from underserved suppliers in low-income, poor, or very poor markets?

O Yes, I purchase directly from underserved suppliers

🖲 No, I purchase from brokers or other companies that are verified to be purchasing from and supporting underserved suppliers

# **Types Of Underserved Suppliers**

What types of suppliers from low-income, poor, or very poor markets are in your supply chain?

- Small-scale Factories in Underserved Markets
- Fair Wage/ Labor Certified Plantation/Estate Farms in Underserved Markets
- Worker or Producer-Owned Cooperatives
- 🗹 Small-Holder Small Scale Farms/Suppliers in Underserved Markets (less than 50 employees)
- Micro-entrepreneurs/artisans in underserved markets

Points Available: 0.00

# **Beneficial Trade Terms for Underserved Suppliers**

Are any of the following trade terms provided to the underserved suppliers in your supply chain?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

A premium is paid beyond market price for community support and development

Input materials come from a relationship where contracts are signed and executed for the next year

Input materials come from a relationship where the contract price was partially or fully paid in advance to significant suppliers

(including loans through a partner organization)

Pricing of product is determined collaboratively with suppliers

Con-site visits are made to suppliers on at least an annual basis.

□ None of the above

Points Available: 0.00

#### % Purchases with Beneficial Trade Terms

What % of your cost of materials in the last fiscal year came from underserved suppliers that received the previous trade terms?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your cost of materials in the last fiscal year came from underserved suppliers that received the previous trade terms?

24

We do not track this

#### **Purchases from Suppliers with Beneficial Terms**

What is the total cost of materials sourced through the previous trade terms?

What is the total cost of materials sourced through the previous trade terms?

UWe do not track this

Points Available: 0.00

### **Tracking Supplier Premiums**

Do you track the premium paid to suppliers?

O Yes○ No

Points Earned: 0.58 of 0.58

#### **Premium Paid to Suppliers**

If yes, what is the average premium paid to suppliers in the last fiscal year (either on product or wage)?

Please report the premium as a % of the price paid per product or per hour.

If yes, what is the average premium paid to suppliers in the last fiscal year (either on product or wage)? Sensi

UWe do not track this

Points Available: 0.00

### **Methodology to Determine Premium Paid**

Describe in the text box the methodology your company uses to calculate producer price premium.

Describe in the text box the methodology your company uses to calculate producer price premium. We have a yearly coffee bud

Points Available: 0.00

### **Innovative Supply Chain Poverty Alleviation**

Is there something different or innovative about the company's approach to sourcing from small-scale suppliers that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? Please explain.

Is there something different or innovative about the company's approach to sourcing from small-scale suppliers that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? Please explain. The creation of the AAA Proc

### Support for Small-Scale Suppliers

Does the company provide or participate in support services for underserved suppliers?

This question factors into a calculated question that contributes to your overall score.

Capacity building to improve the efficiency of operations for the supplier

Capacity building to improve the social or environmental practices of the supplier

Support and training to improve quality and maintain quality assurance for the supplier

Use do not purchase directly from underserved suppliers, or we do not provide capacity building services

Points Available: 0.00

# % of Purchases from Supported Small-Scale Suppliers

What % of your total cost of materials in the last fiscal year came from underserved suppliers that have received the above capacity building support?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your total cost of materials in the last fiscal year came from underserved suppliers that have received the above capacity

building support? 23

UWe do not track this

Points Available: 0.00

### **Verification of Fair Wages and Working Conditions**

Are working conditions and wages of suppliers verified to meet credible standards to ensure dignity and equitable economic empowerment for employees? If so, what methodology is used to determine standards?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

Suppliers meet third party certification standards (such as Fair Trade Certification)

UWorkers receive wage equivalent to or greater than a third party fair or living wage calculation for the relevant

industry/product/market

Suppliers are not verified to meet third party labor standards

# **Purchasing From Underserved Suppliers**

What % of your cost of materials in the last fiscal year came from underserved suppliers that are verified by either of the methodologies selected in the previous question?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your cost of materials in the last fiscal year came from underserved suppliers that are verified by either of the methodologies selected in the previous question?

UWe do not track this

Points Available: 0.00

### Wage and Working Conditions Screening

How are wage and working conditions screened and monitored to ensure that continual compliance with the previous standards?

Suppliers are verified or certified by a third party to meet standards.

 $\bigcirc$  Company visits and reviews supplier facilities and documents compliance with the standards above

 $\bigcirc$  None of the above

Points Earned: 0.58 of 0.58

### Third Party Certification of Supply Chain

Are the company's trade practices or purchases certified by a third party?



Other - please describe

🗌 No

Points Available: 0.00

#### **Tracking Impact on Workers**

Does your company track the impact of your work with small-scale suppliers on the lives of suppliers' employees?

O Yes
○ No

Points Earned: 0.58 of 0.58

# **Tracking Impact Explanation**

If your company tracks the impact of your work with small-scale suppliers on the lives of suppliers' employees, please explain how.

If your company tracks the impact of your work with small-scale suppliers on the lives of suppliers' employees, please explain how.

We have 415 agronomists or

Points Available: 0.00

# **Supply Chain Transparency**

Do customers and/or the public have access to information about the company's supply chain practices?

O Customers have access to information about suppliers being sourced from, including their location

 $\bigcirc$  None of the above

Points Earned: 0.58 of 0.58

#### Environment

# **Environment Impact Area Introduction**

OPERATIONS

This section asks about your environmental footprint to determine which questions are applicable later on in the assessment. It also identifies whether your company's product/service is designed to deliver a specific, material, positive environmental impact, and if so, opens the Environmental Impact Business Model section that is most applicable.

### **Environmental Business Model**

Are your company's products/services or processes structured to restore or preserve the environment in any of the following ways? (Please note: the environmental impact of your day-to-day operations will be assessed in the remaining sections of the Environment Impact Area. This question is specifically asking about your products/services or innovative production processes.)

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

Through an innovative 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

#### **Description of Positive Environmental Product / Service Impact**

How would you describe the positive outcome for the environment created by your product/service?

How would you describe the positive outcome for the environment created by your product/service? The Nespresso system (AAA

Points Available: 0.00

#### **Environmental Product or Service Impact**

Is the environmental impact you've described part of your products' or services' impact (excluding packaging), or is it a part of the way that your company operates?

Companies should earn revenue from the product or service that has an environmental impact. Please do not include pro bono efforts within this section.

• The impact is created by a revenue-generating product/service line (e.g. selling non-toxic cleaning products, sustainability consultancy)

O The impact is created by the company's daily operations (e.g. using non-toxic cleaning products in the company's headquarters) and not the core product/service

Points Available: 0.00

#### **Environmental Product Benefits**

In what way or ways does your product/service conserve the environment?

Please select ONE option per product line. You may select an additional option if your product line has two separate environmental attributes.

Provides or is powered by renewable energy or cleaner-burning energy than market alternatives (e.g. solar panel

manufacturers/installers, hybrid vehicles)

Conserves or diverts resources (including energy, water, materials, etc.)

Conserves or preserves the well-being of land and/or animals (e.g. land protection or reforestation services, sustainably harvested agricultural products)

Reduces or is made of less toxic/hazardous substances (e.g. brownfield remediation services, organic certified food, non-toxic cleaners)

Educates, measures, researches, or provides information to solve environmental problems (e.g. environmental consulting or auditing)

\_\_\_\_\_

□ None of the above

Points Available: 0.00

#### Land/wildlife Conservation Overview

Tell us more about how your product or service conserves natural resources

Tell us more about how your product or service conserves natural resources Quality Coffees are highly de

# **Direct Impact on Land / Wildlife Conservation**

Is land/wildlife conservation, beyond what is required by law, a direct positive environmental impact of your product or service?

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

O Yes

O No, it is an indirect result of one of the other answers selected in the question "Environmental Product Benefits"

Points Available: 0.00

# **Environmental Management**

OPERATIONS

### **Green Building Standards**

What percentage of company facilities (by area, both owned by company or leased) is certified to meet the requirements of an accredited green building program?

<20%</li>
20-49%
50-79%
80%+
N/A

Points Earned: 0.16 of 0.49

# **Facility Improvement with Landlord**

If you lease your facilities, have you worked with your landlord to implement or maintain any of the following?

Energy efficiency improvements

- □ Water efficiency improvements
- Usate reduction programs (including recycling)

□ None of the above

✓ N/A - Company does not lease majority of facilities

#### **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: 0.33 of 0.98

#### **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%
1-24%
25-49%
50-74%
75%+
N/A

Points Earned: 0.12 of 0.49

#### **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

Points Earned: 0.10 of 0.49

#### % of Products Designed for the Environment

For what % of your products do the DFE practices selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

# **Type of Footprint Assessments**

Has the company's footprint assessments included any of the following?

Assessment conducted for supply chain only

 $\hfill\square$  Assessment conducted for only a portion of value chain

Germal 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

Points Earned: 0.18 of 0.24

### % 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%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

# Assessment Conducted of Environmental Footprint of Value Chain

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?

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 0.49

#### % of 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

### 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)

Points Earned: 0.33 of 0.49

# **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: 0.33 of 0.49
```

#### % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

# Addressing Longevity of Product Lifespan

Which of the following practices does your company have in place to manage product longevity in order to reduce overall consumption and waste to landfill?

U We have measured the overall product lifespan of our portfolio and altered product designs to increase it within the last two years

Use have a program that facilitates maintenance, servicing and reassembly of our products

U We provide information about the program to facilitate maintenance and servicing on product labels / packaging

U 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

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

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?

 $\bigcirc$  Yes, as assessed by the company measurements

Yes, as assessed and verified by a third party

 $\bigcirc$  No, not at this time

Points Earned: 0.98 of 0.98

# Air & Climate

OPERATIONS 5.6

### Monitoring and Reporting Energy Use

How does your company monitor, record, or report its energy usage?

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

We do not currently monitor and record usage

Ve 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

U 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

UWe have met specific reduction targets during the reporting period

Points Earned: 0.08 of 0.61

#### **Total Energy Use**

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

Total energy used (Gigajoules) during the last 12 months: 405497

We do not track this

Points Available: 0.00

#### **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: 205497

UWe 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: 0.19 of 0.31

# 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%
100%
Don't know

Points Earned: 0.24 of 1.22

# **Energy Use Reductions**

Have conservation and efficiency improvements led to energy savings for your facilities? If so, by how 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.

0%
 1-4%
 5-9%
 10-14%
 15-20%
 >20%

○ Don't know

# **Monitoring and Reporting Greenhouse Gas Emissions**

How does your company manage its greenhouse gas emissions for at least Scope 1 and 2?

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% reduction of GHGs from baseline year)
We regularly monitor and record emissions and have set specific science-based targets necessary to achieve global goals to address climate change
We report progress on our reduction targets publicly on an annual basis
We have met the specific reduction targets set during this reporting period
We have achieved carbon neutrality

Points Earned: 0.61 of 0.61

# **Total Scope 1 GHGs**

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 1:

Scope 1:	12012	
000000		

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: 23365	
Uwe do not track this	

Points Available: 0.00

# **Total Scope 3 GHGs**

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 3:

Scope 3: 1000000

UWe do not track this

# **Monitoring and Reporting Air Emissions**

How does your company monitor, record and report significant non-GHG harmful air emissions?

- Company does not currently monitor and record emissions
- Company monitors and records emissions (no reduction targets)
- Company monitors and records emissions and has specific reduction targets
- Company reports progress on reduction targets publicly on an annual basis
- Company has met or exceeded reduction targets in the last fiscal year
- Eliminated emissions of this by-product entirely

Points Earned: 0.15 of 0.61

# **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.

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

Points Earned: 0.61 of 0.61

# **Carbon Intensity**

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.

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

Points Earned: 1.22 of 1.22

# **Greenhouse Gas Emissions Reduced**

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

0%
 1-4%
 5-9%
 10-14%
 15-20%
 20%+
 Don't Know

Points Available: 1.22

# **Reducing Carbon Emissions from Transportation**

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

Coffer 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

avoiding 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: 0.20 of 0.61

# **Ton Miles Reduction**

Have you reduced the ton miles (relative to revenues) of your distribution and supply chain, and if so, by how much?

Calculate by comparing ton-miles from the year prior or annualized from a baseline year.

○0%

○ 1-9%

○ 10%-20%

○21-50%

○ >50%

Not tracked / Unknown

# **Supply Chain GHG Management**

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

Only select practices if you track and manage greenhouse emissions produced for at least 50% of your company suppliers (on a cost basis).

We don't track or evaluate greenhouse emissions from our supply chain

Ve 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

Use set targets for reducing greenhouse gas emissions through our supply chain

U 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: 0.31 of 0.61

# **Offsetting Supplier GHG Emissions**

What % of your company's Scope 3 greenhouse gas emissions were offset by certified carbon credits?

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

Points Earned: 0.46 of 1.22

#### **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?

Ve 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)

Use 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)

Use audit and provide help to suppliers to complete corrective actions

□ None of the above

Points Earned: 0.15 of 0.61

# **Reducing Impact of Travel/Commuting**

Does your company have any programs or policies in place to reduce the environmental footprint caused by travel/commuting?

Employees are subsidized/incentivized for use of public transportation, carpooling, or biking to work

Facilities are designed to facilitate use of public transportation, biking, or cleaner burning vehicles (e.g. electric chargers)

Employees are encouraged to use virtual meeting technology to reduce in person meetings

Company has a written policy limiting corporate travel

□ None of the above

Points Earned: 0.46 of 0.61

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

Points Earned: 0.31 of 1.22

# 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%

020-29%

○ 30%+

◯ Don't know

# % GHG Emissions Offset

If your company purchased certified carbon credits in the reporting period, what % of Scope 1 and 2 GHG emissions were offset?

0%
 1-24%
 25-49%
 50-74%
 75-99%
 100%
 Don't know
 N/A - No carbon offsets purchased

Points Earned: 0.61 of 0.61

	OPERATIONS
Water	3.3

# Monitoring and Reporting Water Use

How does your company monitor, record, or report its water usage?

Use 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 of

water usage from baseline year)

U We regularly monitor and record water usage and have set science-based targets necessary to achieve sustainable usage linked to

our local watershed

U We report progress on our reduction targets publicly on an annual basis

U We have met specific reduction targets set during this reporting period

Points Earned: 0.14 of 1.14

#### **Total Water Use**

Total water use (liters) during the last 12 months

Total water use (liters) during the last 12 months 31922000

UWe do not track this

# 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: 0.38 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?

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

Points Earned: 1.71 of 2.29

# Monitoring and Reporting Toxic Wastewater

#### How does your company monitor hazardous and toxic wastewater?

Monitoring hazardous and toxic wastewater may involve either monitoring the volume and/or the level of contamination.

Company does not currently monitor and record emissions

Company monitors and records emissions (no reduction targets)

Company monitors and records emissions and has specific reduction targets

Company reports progress on reduction targets publicly on an annual basis

Company has met or exceeded reduction targets in the last fiscal year

Eliminated emissions of this by-product entirely

Points Earned: 0.86 of 1.14

# **Supply Chain Water Management**

#### How does your company track and manage the water footprint of your supply chain?

Only select practices if you track and manage the water footprint for at least 50% of your company suppliers (on a cost basis).

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 usage

U We have targets for reducing water footprint through our supply chain

U 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 Earned: 0.29 of 1.14

# **Supply Chain Water Improvement**

What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce the water footprint of your supply chain?

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

We screen suppliers to fit good water management practices (e.g. individual supplier practices, materials and ingredients, locations in context of water scarcity)

Use provide support or resources for supply chain in adopting water management (e.g. online tools, applying questionnaires and

surveys, collaborating in industrywide surveys)

U We audit and provide help to suppliers to complete corrective actions

None of the above

Points Available: 1.14

# Land & Life

OPERATIONS 5.9

# Monitoring and Reporting Non-hazardous Waste

How does your company monitor, record and report your waste production?

We do not currently monitor and record waste production

Use regularly monitor and record waste production but have not set any reduction targets

Use regularly monitor and record waste production and have set specific reduction targets relative to previous performance (e.g. a

5% reduction of waste to landfill from baseline year)

U We regularly monitor and record waste produced and have set a zero waste target

We report progress on our reduction targets publicly on an annual basis

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

We produce zero waste to landfill

Points Earned: 0.46 of 0.51

# 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 9000

UWe do not track this

Points Available: 0.00

# **Total Waste Disposed**

Waste Disposed (metric tonnes) during the last 12 months

Waste Disposed (metric tonnes) during the last 12 months f 0

UWe do not track this

Points Available: 0.00

# **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 32% Global Recycling rate for capsules

We do not track this

Points Available: 0.00

#### **Recycling Programs**

What % 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?

<20%</li>
21-40%
41-60%
61-80%
>80%

Points Earned: 0.51 of 0.51

# Waste Generation vs Revenue

What is your company's non-hazardous waste generation measured against revenue (i.e. metric tons per \$million of revenue) in the last fiscal year?

i.e. metric tons per million dollars of revenue.

>950
 751-950
 601-750
 451-600
 301-450
 151-300
 0-150
 Don't know

Points Earned: 0.51 of 0.51

# **Supply Chain Waste Management**

How does your company track and manage waste in your supply chain?

Only select practices if you track and manage waste for at least 50% of your company suppliers (on a cost basis).

We don't track the solid waste impacts of our supply chain

We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material areas of waste production

We have set targets for reducing solid waste in the supply chain

U We have seen a reduction of waste produced in our value chain in the past twelve months

We have achieved zero waste or a closed-loop supply chain

Points Earned: 0.13 of 0.51

#### **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?

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

Use screen or require suppliers to meet standards related to solid waste production

U We have implemented initiatives to reduce waste at the source or divert waste from landfills or incineration in the supply chain

U We audit and provide help to suppliers to complete corrective actions

□ None of the above

Points Earned: 0.13 of 0.51

# **Environment Impact Packaging**

How does your company minimize the environmental impact of the packaging of your products?

We have conducted a formal assessment of our packaging design and materials to identify opportunities to minimize environmental impact
We have source-reduced packaging within the last two years
Our packaging materials are certified to meet independent standards for environmental impact
Our packaging is recyclable and provides instructions on how to recycle it correctly
Our packaging is non-toxic
Our packaging materials are designed to have less overall environmental impact than common alternatives
None of the above
N/A - Our products do not have packaging materials

# % of Reusable/ Recyclable Materials

What % of material (by volume) is made of recyclable (and labeled as such) or biodegradable materials in the areas where they are sold (product + packaging)?

<20%</li>
20-49%
50-74%
75-99%
100%
Don't Know
N/A

Points Earned: 0.26 of 0.51

# **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?

 $\bigcirc$  We have not conducted an assessment

 $\bigcirc$  Assessment indicates some exposure, but we have taken no action to date

 $\bigcirc$  Assessment indicates some exposure, and we have implemented a mitigation and control strategy

Assessment indicates no exposure

Points Earned: 0.26 of 0.26

# % 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 Available: 1.02

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

Points Earned: 0.17 of 1.02

#### **Programs to Reduce End of Life Waste**

Which of the following practices are in place to reduce waste to landfill after the usage of your product and/or its packaging?

Company has a product/packaging reclamation and recycling program designed and implemented by the company or a third party

Company has a product/packaging reclamation and reuse program designed and implemented by the company or a third party

Company takes back similar products or packaging from other companies as part of its reclamation program

Company includes information about their reclamation programs on product labels / packaging

Company includes information about their reclamation programs in advertising campaigns

Company has achieved circularity (no waste created) in its products and packaging

Other

□ None of the above

Points Earned: 0.31 of 0.51

# % of Products with Programs to Reduce End of Life Waste

For what % of your products do the end-of-life waste programs selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.45 of 0.51

# **Monitoring and Reporting Hazardous Waste**

How does your company monitor, record and report your hazardous waste production?

We do not currently monitor and record hazardous waste production

Ve regularly monitor and record hazardous waste production but have not set any reduction targets

U We regularly monitor and record hazardous waste production and have set specific reduction targets relative to previous

performance (e.g. a 5% reduction of waste to landfill from baseline year)

U We regularly monitor and record hazardous waste and have set a zero hazardous waste target

We report progress on our reduction targets publicly on an annual basis

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

We have eliminated production of hazardous waste entirely

Points Earned: 0.05 of 0.51

#### **Total Hazardous Waste Produced**

Waste Produced: Hazardous Waste (metric tonnes) during the last 12 months

Waste Produced: Hazardous Waste (metric tonnes) during the last 12 months

✓ We do not track this

#### **Reducing Waste**

Optional unweighted metrics: Approximately by what % has your company reduced solid and hazardous waste generation (normalized for revenue changes) over the following periods?

The past two years

The past two years 25	
UWe do not track this	

Points Available: 0.00

# 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: 0.51 of 0.51

# **Tracking Chemicals in the Supply Chain**

Does your company do any of the following to manage chemicals in the supply chain?

Please check all that apply.

Require suppliers to disclose specified chemicals of concern

Ask suppliers if they know all the chemical ingredients intentionally added to their product and all residuals of high concern present

in the product (only asking if they know, not requiring them to provide the data to you)

Require suppliers to provide chemical information to a third party

Ensure that suppliers are kept up to date on banned chemicals in different markets by providing them with a Restricted Substances

List and monitoring their compliance with this list

Incentivize suppliers for participating in chemical management program

□ None of the Above

Points Earned: 0.34 of 0.51

# **Chemical Management**

Does your company have a program in place to identify and eliminate potential chemicals and materials of concern in your product and/or process and identify and phase-in safer alternatives (e.g. chemical/material options with reduced toxicity)?

$\Box$ Company has completed a study of all materials (including scarce metals and minerals) in product and chemicals to 100	)0ppm level
------------------------------------------------------------------------------------------------------------------------------	-------------

- Company has completed a study of all materials in product and chemicals to 100ppm level
- Company has undergone an evaluation of products and processes to identify potential toxic contaminants from production

Company has identified specific chemicals of concern classes (e.g., carcinogens, mutagens, reproductive toxins, endocrine disruptors, persistent or bioaccumulative substances)

Company has established a Restricted Substances List (RSL), has a positive screen or other decision process for chemicals

Company has established metrics and goals for the reduction or elimination of chemicals of concern

Company publicly discloses the chemicals and/or materials in your product (e.g., on a label, website, via 800 number for information, etc.)

There are no potential chemicals or materials of concern in my industry

□ None of the above

Points Earned: 0.51 of 0.51

# **Public Disclosure of Chemicals**

Does your company publicly disclose any use of chemicals of concern in products or processes in any of the following ways?

Company provides information on website that publicly discloses any use(s) of chemicals of concern

Company completes and publicly provides Health Product Declarations (HPD) for any chemicals of concern utilized

Company publicly provides information on use of any chemicals of concern via the Cradle 2 Cradle Products Innovation certification process

Other third-party disclosure mechanism (please state)

🗌 N/A

None of the above

Points Available: 0.51

# **Supply Chain Chemical Management**

How does your company track and manage toxins or hazardous waste in your supply chain?

Only select practices if you track and manage toxins or hazardous waste for at least 50% of your company suppliers (on a cost basis).

U 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

and/or production of hazardous waste

Ue have set targets for reducing toxins and hazardous waste in our supply chain

U We have verified that there are no harmful toxins or hazardous waste in our supply chain

# **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

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

Use 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 Earned: 0.38 of 0.51

# **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 Available: 0.51

# **Supply Chain Biodiversity Management**

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

Only select practices if you track and manage the impact on biodiversity for at least 50% of your company suppliers (on a cost basis).

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

Points Earned: 0.51 of 0.51

# **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?

Use collaborate with or require suppliers to collect data and report on biodiversity impact

We screen suppliers to fit good biodiversity practices

U 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)

 $\Box$  We audit and provide help to suppliers to complete corrective actions

None of the above

Points Available: 0.51

# Land/wildlife Conservation - Impact Business Model

IMPACT BUSINESS MODELS **5.6** 

This IBM section is applicable if your company's products/services preserve or restore natural environments and/or protect animals (e.g. reforestation, sustainably harvested agriculture, protected parks)

# Land/wildlife Conservation Description

Which of the following product or service descriptions apply?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

O Product or service requires specific practices to ensure the humane treatment of animals used as inputs in the product's creation

(e.g. humane certified eggs)

• Product or service requires specific practices to ensure the sustainable harvesting or use of natural products and materials (e.g.

FSC certified paper; MSC seafood; shade-grown coffee)

O Product or service directly prevents environment/ecosystem degradation (e.g. protected parks; wildlife management services)

O Product or service improves natural environments previously damaged by degradation (e.g. reforestation; endangered species repopulation)

O These descriptions do not apply to our company's product/service (Skip the remainder of this section)

Points Available: 0.00

# **Revenue from Land/wildlife Conservation**

What were your total revenues last fiscal year from the previous products or services?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What were your total revenues last fiscal year from the previous products or services? 36% of revenues

U We do not track this

# **Tracking Environmental Metrics**

Which of the following environmental metrics does your company track regarding the environmental impact of your product or service?

You will be asked to report each environmental metric selected

- CO2 saved/offset by product/service (metric tons)
- Liters of water saved/offset by product/service
- □ Number of wildlife species protected/saved
- Metric tons of waste saved from landfill or incineration
- ✓ Number of hectares protected
- □ None of the above

Points Available: 0.00

#### **Hectares Protected**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Number of hectares protected

Number of hectares protected 320000

UWe do not track this

Points Available: 0.00

# **Tons of Carbon Offset**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Metric tons of GHG/CO2 equivalent

Metric tons of GHG/CO2 equivalent	600000
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UWe do not track this

Points Available: 0.00

#### **Waste Diverted**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Metric tons of waste saved from landfill or incineration

Metric tons of waste saved from landfill or incineration

🗹 We do not track this

# Management of Land/wildlife Conservation

How does your company measure and manage the results, outcomes, effects, or impact of your product or service?

Please select all that apply.

Ve have formally defined the outcomes sought by our product or service and have developed a theory of change for them

We have based our impactful product or service business model on established secondary research that demonstrates potential impact

We have directly and formally engaged stakeholders in understanding their desires and needs when developing, refining, and or delivering our products or services

We are verified to meet third-party standards for impact (e.g. we have impact-related product certifications)

We measure near-term outcomes of the product or service to determine whether it is meeting the needs and expectations of our beneficiaries

We measure long-term outcomes in order to assess whether the results of our product produce lasting positive impacts for our beneficiaries

We have identified and measure and manage the unintentional or potential negative impacts of the product or service in addition to intentional positive effects

We have identified and managed potential causes that could lead to a failure to deliver the positive outcome, to do so less efficiently than possible, or to produce other negative effects

O None of the above

Points Earned: 1.07 of 1.07

# Innovative Land/wildlife Conservation

Is there something different or innovative about the product/service that has changed the industry? Is this something that is replicable, unique at the time that it was created, and that has been emulated by other organizations?

Is there something different or innovative about the product/service that has changed the industry? Is this something that is replicable, unique at the time that it was created, and that has been emulated by other organizations? Yes, the AAA Program for su

Points Available: 0.00

#### Customers

# **Customers Impact Area Introduction**

OPERATIONS

0.0

This section identifies whether your company's product/service is designed to deliver a specific, material, positive impact for its customers (beyond the value normally provided from goods or services), and if so, opens the Customer Impact Business Model section that is most applicable.

# **Customer Impact Business Model Introduction**

Do any of your company's products/services address a social or economic problem for your customers and/or their beneficiaries?

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

0	Yes
$\bigcirc$	No

Points Available: 0.00

# **Customer Stewardship**

OPERATIONS

4.5

# 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
- Ve have formal quality control mechanisms
- We have feedback / customer service feedback or complaint mechanisms
- We monitor customer or consumer satisfaction
- $\Box$  We assess the outcomes produced for our customers through the use of our product or service
- Ve 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?

0%
1-9%
10-24%
25-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.45 of 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%

O N/A

Points Earned: 0.82 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

ONo

Points Earned: 0.45 of 0.45

# **Feedback and Complaint Channels**

Are any of the following true regarding mechanisms for customers to provide feedback, ask questions, or file complaints?

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
- In the last year, company has achieved specified targets for satisfaction
- □ None of the above

Points Earned: 0.36 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
- O 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: 0.34 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: 0.45 of 0.45

# **Data Security Management**

Does the company have any of the following practices to ensure security of private data?

- Z 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

Points Earned: 0.45 of 0.45

#### **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

○ Yes

🔘 No

# **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

○ 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

○ Yes

O No

Points Available: 0.00

# **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

◯ 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

⊖ Yes

🔘 No

# **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

0	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

○ Yes

🔘 No

Points Available: 0.00

# **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
```

⊖ 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

# **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)

$\bigcirc$	Yes
$\bigcirc$	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

Points Available: 0.00

# **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

○ 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

# **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

0	Yes
$\bigcirc$	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

Points Available: 0.00

# **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.

○ 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

0	Yes
$\bigcirc$	No

# **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)

$\bigcirc$	Yes
$\bigcirc$	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

Points Available: 0.00

# **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: See Nespresso Transparent

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."

○ Yes

🔘 No

# **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

◯ Yes

Points Available: 0.00

# **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

# **Animal Testing**

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

Company's products are tested on animals

```
◯ Yes
```

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

Points Available: 0.00

# Activities against freedom of association/collective bargaining

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

Company has taken a public stance against unionization, has engaged in activities that may be perceived as taking a stance against union organizing, or prohibits workers from freely associating and bargaining collectively for the terms of one's employment

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

○ Yes

🔘 No

# **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

0	Yes
$\bigcirc$	No

Points Available: 0.00

# **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

⊖ 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

○ 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

○ Yes

# **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

◯ Yes ◯ No

Points Available: 0.00

# **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

YesNo

Points Available: 0.00

# **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: See Nespresso Transparent

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

○ Yes ○ No

# **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

○ Yes

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

⊖ Yes

🔘 No

Points Available: 0.00

# 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

○ 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

◯ Yes ◯ No

# 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

○ Yes ○ No

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

⊖ Yes

🔘 No

Points Available: 0.00

# 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

⊖ Yes

🔘 No

# **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

◯ 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)

○ Yes

Points Available: 0.00

# **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

⊖ 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

⊖ Yes

🔘 No

### 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

```
○ 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

○ Yes

Points Available: 0.00

#### **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

◯ 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

⊖ Yes

🔘 No

### **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 & I	Penalties" listed above, please pr	ovide a detailed explanation of the
company's experience related to each affirmative response:	Does not apply	

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

Yes
No
Don't Know

Points Available: 0.00

### **Suppliers in Conflict Zones**

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

Operation in conflict zones

Yes
 No
 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

◯ Yes	
🔘 No	
⊖ Don't	Know

# **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

⊖ Yes

- 🔘 No
- ◯ Don't Know



Nespre	sso Europe				
SCORE	COMPLETION 100%	VERSION	NAME	SECTOR	COMPANY SIZE
<b>83.6</b>		6	Active Assessment	<b>Wholesale/Retail</b>	1000+

Overall B Impact Score		G
Nespresso Europe For Fiscal Year End Date: December 31st, 2020	83.6	
Your Compa B Corporation Certification Qualificat		20
Governance	 QUESTIONS ANSWERED 35/35	OVERALL SCOR
Workers	 QUESTIONS ANSWERED 60/60	OVERALL SCOR
Community	 QUESTIONS ANSWERED 86/86	OVERALL SCOR
Environment	 QUESTIONS ANSWERED	OVERALL SCOR
	QUESTIONS ANSWERED	OVERALL SCOR

# **Mission & Engagement**

#### **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.

 $\bigcirc$  Creating positive social or environmental impact is not a focus for our business

O 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.

O 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.

No social or environmental 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)

U We have no written mission statement

Points Earned: 0.03 of 0.17

#### **Mission Statement**

Please share the text of your formal mission statement here.

Please share the text of your formal mission statement here. Cultivating coffee as an art to

### **Social and Environmental Decision-Making**

#### How does your company integrate social and environmental performance into 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
- U We measure our externalities in monetary terms and incorporate them into our financial balances
- Other please describe
- □ None of the above

Points Earned: 0.28 of 0.35

# 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
- Vorkers articulate goals and achievements related to social and environmental metrics as an individual or part of a workplace team

All supervisors and managers receive training on how to communicate social and environmental goals to employees and implement accountability for results

None of the above

Points Earned: 0.35 of 0.35

#### Managers with Responsibilities to Mission

What percentage of full-time managers have social or environmental mission-related responsibilities or expectations in their job descriptions?

○ 0% ● 1-49% ○ 50-99% ○ 100%

### **Mission-driven Executive Compensation**

Which of your executives have their compensation tied to achieving specific social and environmental metrics or objectives?

Please check all that apply.

None
 Our CEO or President
 Senior managers reporting to the CEO or President

Points Earned: 0.17 of 0.35

#### **Social or Environmental Performance Related Executive Job Descriptions**

What social or environmental issues appear in performance-related responsibilities or expectations outlined in the job descriptions of the CEO and the CEO's direct reports?

Human rights and labor performance (including supply chain)

Community engagement (including volunteering and charitable giving)

Serving consumers in need

C Environmental performance

- Other social or environmental innovation (please describe)
- □ None of the above

### **Board Review of Social or Environmental Performance**

Does the Board of Directors or equivalent governing body review your company's social or environmental performance on at least an annual basis?

O No, our Board doesn't review that

 $\bigcirc$  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

 $\bigcirc$  N/A - Our company has no Board of Directors or equivalent governing body

Points Earned: 0.35 of 0.35

## **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: 0.35 of 0.35

#### **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
- Ve have identified and measure metrics based on the results of the materiality assessment we conducted for the company
- Ve have set performance targets for all identified material issues and measurements
- U We measure the material social and environmental outcomes produced by our performance on our KPIs over time
- □ None of the above

Points Earned: 0.33 of 0.35

### **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? Company management coffe

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

 $\Box$  Company reviews or conducts a materiality assessment "update" every year

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

None of the above

#### 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: 0.17 of 0.35

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Ethics & Transparency	3.2

#### **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

 $\odot$  Board of Directors (with at least one member who is not an executive or owner of the company)

Points Available: 0.33

#### **Shareholder Engagement**

Which of the following apply to your shareholder engagement practices?

Our company permits proxy voting by means of paper ballot, electronic voting, proxy voting services, or other remote mechanism

 $\hfill\square$  We have mechanisms in place for shareholders to cast confidential votes

✓ Our company's ownership structure follows one-share, one-vote standard

Shareholders have formal rights to vote on changes in corporate articles, by-laws, governance structures, and change-in-control provisions

Shareholders have the right to nominate Board members

Shareholder communications include company's financial and ESG performance

□ None of the above

# **Code of Ethics**

What is required by your company's Code of Ethics?

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

O None of the above

N/A - No Code of Ethics

Points Earned: 0.31 of 0.33

# **Code of Ethics Training**

Which of the following stakeholder groups are required to participate in regular training on your company's Code of Ethics?

Please check all that apply.

Executives and senior managers

Business partners, contractors, and suppliers

- Subsidiaries
- □ Joint ventures
- □ None of the above

Points Earned: 0.11 of 0.33

# **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.

- Ve 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

# **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

Points Earned: 0.33 of 0.33

# **Anti-Corruption Practices**

Which of the following anti-corruption reporting and prevention systems are in place?

- Vritten 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
- O None of the above

### **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: 0.27 of 0.33

#### **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 of 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

Points Earned: 0.33 of 0.33

#### **Company Transparency**

#### 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
- 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

## **Financial Transparency with Employees**

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

Exclude compensation data. Please check all that apply.

- U We have no formal documented process to share financial information with employees
- Our company discloses all financial information (except salary info) at least yearly
- C Our company discloses all financial information (except salary info) at least quarterly
- In addition to sharing financials, our company also has an intentional education program around shared financials
- In addition to sharing financials with employees, our company publicly reports its financial statements

Points Earned: 0.25 of 0.33

# **Impact Reporting**

Does the company produce a public-facing annual report detailing its social and environmental performance that includes any of the following?

We seek input from relevant stakeholder groups to help determine what information to report

We provide clear descriptions of our mission-related activities

We share quantifiable targets related to our company's mission

Ve share quantifiable results from our mission-related activities (e.g., lbs of carbon offset)

Ve use consistent variables of measurement which allow comparisons to previous years

Our report is in compliance with the Global Reporting Initiative (GRI) or equivalent disclosure level based on a third-party voluntary reporting standard

A third party has validated the information we share

Impact reporting is integrated with financial reporting

Use don't produce a public-facing mission-related annual report

Points Earned: 0.33 of 0.33

#### **Executive Compensation Disclosure**

Does your company have a written statement or policy to publicly disclose executive compensation?

○ Yes

🔘 No

# **Governing Body Transparency**

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

Please check all that apply.

Use 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

- Use publicly report remuneration of board members and chief executives
- None of the above

Points Available: 0.33

# **Governance Metrics**

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

**OPERATIONS** 

0.0

#### **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, 2020

Points Available: 0.00

### **Reporting Currency**

Select your reporting currency

O Swiss Franc - CHF

Points 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

From the fiscal year before last Sensitive

UWe do not track this

#### **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

From the last fiscal year	Sensitive	
☐ We do not track this		

Points Available: 0.00

# Net Income Last Year

#### Net Income

From the last fiscal year

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

From the last fiscal year	Sensitive	
We do not track this		

Points Available: 0.00

# Net Income Year Before Last

#### Net Income

From the fiscal year before last		
From the fiscal year before last	Sensitive	
We do not track this		

Points Available: 0.00

# **Mission Locked - Impact Business Model**

IMPACT BUSINESS MODELS 7.5

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?

This question is related to the legal requirement for Certified B Corps. Click "Learn" for more information and resources about this requirement.

O Signed a contract or Board resolution committing to adopting a legal form that requires consideration of all stakeholders (e.g.

signed B Corp Agreement)

O 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 that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)

O As an independent or publicly-owned business, amended corporate governing documents or adopted a legal entity that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)

O None of the above

Points Earned: 7.50 of 10.00

#### Workers

# **Workers Impact Area Introduction**

OPERATIONS

0.0

This section identifies who should be considered a "worker" in the B Impact Assessment and reports your workerrelated metrics. It also identifies whether your company is designed to deliver a specific, material, positive impact for its workers, and if so, opens the Worker Impact Business Model section that is most applicable.

# 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

# **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.

Ves, 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

#### **Independent Contractor Instructions**

For the remainder of the Workers section, you should consider independent contractors that work for the company 20+ hours per week over a 6+ month period as "employees" or "workers"

• Ok, I will consider all independent contractors that meet these specifications in my responses to the remaining questions in the Workers section.

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

Please click "Learn More" to understand how to answer this question.

Current Total Full-Time Workers 4359

We do not track this

#### # of Full Time Workers Last Year

Number of Total Full-Time Workers

Total full-time workers twelve months ago

Please click "Learn More" to understand how to answer this question.

Total full-time workers twelve months ago 4832

UWe do not track this

Points Available: 0.00

#### **# of Part Time Workers**

Number of Total Part-Time Workers

Current Total Part-Time Workers

Please click "Learn More" to understand how to answer this question.

Current Total Part-Time Workers 1768

UWe 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

Please click "Learn More" to understand how to answer this question.

Total part-time workers twelve months ago 2239

We do not track this

Points Available: 0.00

#### **# of Temporary Workers**

Number of Total Temporary Workers

Current Total Temporary Workers

Please click "Learn More" to understand how to answer this question.

Current Total Temporary Workers 306

We do not track this

#### **# of Temporary Workers Last Year**

Number of Total Temporary Workers

Total temporary workers twelve months ago

Please click "Learn More" to understand how to answer this question.

Total temporary workers twelve months ago 802

UWe do not track this

Points Available: 0.00

# **Financial Security**

OPERATIONS **5.4** 

#### **Lowest Paid Wage**

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

Please exclude students and interns in this calculation.

What is the company's lowest wage as calculated on an hourly basis?	<b>`</b>	Sensitive	

UWe do not track this

Points Available: 0.00

## % 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%
75-89%
90-99%
100%
N/A</pre>

## % 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.

<75%</li>
75-89%
90-99%
100%
N/A

Points Available: 2.34

# % Above the Minimum Wage

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

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.

0% - Lowest wage is equivalent to minimum wage
 1-9%
 10-29%
 30-49%
 50-75%
 75%+
 N/A - We do not employ hourly workers

Points Earned: 1.17 of 1.17

### **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?

Examples include commissioning a living wage calculation. Select N/A if living wage already exists.

Yes
No
N/A - Living wage already exists

# **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
- C Employee ownership opportunities
- □ None of the above

Points Earned: 1.17 of 1.17

#### **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?

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

Points Earned: 0.88 of 1.17

#### Significance of Bonuses

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

 $\bigcirc$  No bonus payout, or no bonus plan

🔘 5% or less

○ 5-10%

○ 10-15%

○ 15-20%

○>20%

 $\bigcirc$  Bonuses were paid to non-executive workers, despite the company not earning a profit

Points Earned: 0.15 of 1.17

### % 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%
1-24%
25-49%
50-74%
75-99%
100%

 $\bigcirc$  N/A

Points Earned: 0.29 of 1.17

#### % 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: 0.59 of 2.34

### % of Company Owned by Non-Management Employees

What percentage of your company is owned by non-executive, non-management level workers through an ownership vehicle paid for by the company that does not require employee contributions?

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

0%
 1-4%
 5-24%
 25-50%
 >50%
 N/A

Points Available: 1.17

## **Retirement Programs**

Do employees have access to any of the following savings programs for retirement?

Government-sponsored pension or superannuation plans

Private Pension or Provident Funds

Plan that specifically includes Socially-Responsible Investing option

□ None of the above

Points Earned: 0.88 of 1.17

# **Financial Services for Employees**

What financial products, programs, or services does your company provide that help to meet financial health needs of hourly employees?

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.

	✓ Direct deposit
	C 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
Pc	pints Earned: 0.29 of 0.59

# Health, Wellness, & Safety

OPERATIONS 5.5

# **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)

Government-mandated or -provided health insurance programs (e.g. Switzerland)

O None of the Above

## **Healthcare Coverage**

What percentage of employees is eligible for health care benefits either through company or government plan?

<75%</pre>75-84%85-94%95%+

Points Earned: 1.05 of 1.05

# **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
 Other - please describe
 None of the above

Points Earned: 0.79 of 1.05

# 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

Use do not offer supplementary health benefits to part-time workers

N/A - We don't have part-time employees

Points Earned: 0.79 of 1.05

### **Health and Wellness Initiatives**

What health and wellness initiatives or policies does your company offer beyond insurer-provided programs?

Check all that apply.

We sponsor and encourage workers to participate in health and wellness activities during the workweek (e.g. walking or steps
programs)
🗌 We offer incentives for workers to complete health risk assessments or participate in health and wellness activities (e.g., a fund for
exercise equipment, subsidized gym membership)
C Employees have access to behavioral health counseling services, web resources, or Employee Assistance Programs
Spouses, partners, or children of employees are provided access to behavioral health counseling services, web resources, or
Employee Assistance Programs
Ve have policies and programs in place to prevent ergonomic-related injuries in the workspace
$\Box$ Over 25% of workers have completed a health risk assessment in the last twelve months
Management receives reports on aggregate participation in worker wellness programs
Other - please describe
Company does not offer any formal health and wellness initiatives
Points Earned: 0.84 of 1.05

# Management Commitment to Health and Safety

What are your company practices regarding management's commitment to worker health and safety?

Select those that apply to all company worksites.

Use have a written safety and health policy to minimize on-the-job employee accidents and injuries

Safety and health is integrated into our overall management planning process, and workers are involved in safety planning, resource allocation, audits, etc.

- Safety and health concerns are communicated through regular safety and health trainings
- U We have specific safety and health program goals and objectives, with specific indicators to measure progress
- Senior management addresses safety issues through written communications or in company gatherings at least quarterly
- We have a formal safety reporting system for employees to submit their safety concerns
- Our safety procedures are easily accessible for all on-site personnel, including workers, non-managerial staff, and visitors

We participate in an external program demonstrating commitment and excellence in safety and health (e.g. Voluntary Protection Program)

- N/A No manufacturing or wholesale facilities
- □ None of the above

## **Health and Safety Audit Practices**

Your company's practices related to inspections and audits include:

Select those that apply to all company worksites.

- A written procedure for performing safety and health inspections
- Routine safety and health inspections at least quarterly
- Use of information discovered through analyses to improve safety processes (e.g. baseline hazards analysis, incident analysis,
- employee concerns, sampling results from inspections)
- Documentation of results of the routine inspections
- Inspection reports that clearly indicate what needs to be corrected, with documented accountability for closure
- N/A No manufacturing or wholesale facilities
- None of the above

Points Available: 1.05

#### **Tracking Hazards**

When eliminating and tracking hazards, your company:

Select those that apply to all company worksites.

Follows the preferred hierarchy to eliminate or control the hazard (first engineering, then administrative, then work practices, and finally Personal Protective Equipment)

- Regularly assesses use of Personal Protective Equipment (PPE)
- Conducts follow-up studies to ensure that hazard controls are adequate
- Z Documents and addresses hazard controls in appropriate procedures (e.g. safety and health rules, inspections, training, etc.)
- □ None of the above

Points Earned: 1.05 of 1.05

### **Controlling Worker Exposure to Hazardous Material**

How has your company assessed and managed worker exposure to hazardous materials?

O Assessment indicates some exposure, but we have taken no action to date

- $\bigcirc$  Assessment indicates some exposure, and we have implemented a mitigation and control strategy
- O Assessment indicates no exposure
- We have not conducted an assessment

# **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.

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 Available: 1.05

# **Evaluating Health and Safety Practices**

What is included in your company's measurement and evaluation practices in relation to occupational safety and health?

Select those that apply to all company worksites.

- A standardized third-party safety management system (e.g. ISO 18001, BS 8800)
- A safety position, safety committee, or safety program representative who reports to a senior-level position (Vice President or higher)
- A documented standard procedure for investigating accidents and major incidents
- Investigation and documentation of the root causes of accidents and incidents
- Implementation of corrective actions after root causes of an accident or incident are determined
- Transparency of injury or illness trends and trend data to all workers
- An annual evaluation of the safety and health system that includes senior management in the evaluation
- An employee safety recognition program
- Regular Safety Perception Surveys to engage with workers

None of the above

Points Earned: 1.05 of 1.05

# **Career Development**

OPERATIONS

## **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)
- Ve provide cross-skills training for career advancements or transitions (e.g. management training for non-managers)
- Ve 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: 0.41 of 0.41

### **Amount of Training for New Hires**

What was the average amount of training that a newly hired worker received in the past twelve months?

Use 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)

 $\bigcirc$  N/A - No new hires during the last 12 months

Points Earned: 0.14 of 0.41

### **Paid Professional Development Days**

How many paid days of professional development do the majority of full time workers receive in a single year?

- O 0 days
- ◯ 1-4 days
- 🔘 5-9 days
- ◯ 10+ days
- No formal policy

### **Management Training**

What management training and coaching do new and existing managers regularly receive?

Check all that apply.

- Providing ongoing praise and corrective feedback
- Conflict negotiation and resolution
- Group dynamics and optimal team functioning
- ✓ Performance evaluation systems
- Other please describe
- O None of the above

Points Earned: 0.41 of 0.41

#### **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 regular schedule and is conducted at least annually
- Peer and subordinate input
- UWritten guidance for career development
- Social and environmental goals
- Clearly-identified and achievable goals
- A 360-degree feedback process
- ✓ All tenured employees receive feedback
- □ None of the above

Points Earned: 0.66 of 0.82

#### **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% ○ 15%+

# **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."

U 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

UWe pay interns a living wage

Our interns receive formal performance reviews

Our interns have a formal opportunity to provide feedback on experience

U 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

Points Earned: 0.10 of 0.41

# **End of Employment Support**

What are your formal company policies regarding employee termination and layoffs?

We have a policy to provide written notice of employee performance prior to termination

We have a policy to provide performance improvement plans or stated corrective time periods prior to termination

 $\Box$  We have a policy to provide at minimum 2+ weeks of severance per year of employment

We provide outplacement services for terminated employees

We don't have written termination or severance policies

Points Earned: 0.06 of 0.21

# **Career Development (Salaried)**

OPERATIONS

#### **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

## **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 Available: 0.19

# Life Skill 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?

Training on life skills for personal development (e.g. literacy, personal financial planning)

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

Points Available: 0.19

### **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%+

# **Career Development Policies**

What are your company's policies and practices around career development and promotion?

- Employees who seek to take a short-term leave or sabbatical will have their jobs guaranteed upon return
- 🗹 Our company will make an effort to find a place for employees who seek to take a long-term leave or sabbatical upon their return
- Employees are able to make lateral moves or change career direction or pace when possible
- □ None of the above

Points Earned: 0.19 of 0.19

# **Engagement & Satisfaction**

OPERATIONS 3.6

# **Employee Handbook Information**

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: 0.28 of 0.28

### Paid Secondary Caregiver Leave

What secondary parental leave policies are available to your workers, either through your company or a 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 up to 2 weeks (or full pay equivalent) paid leave
- Uvorkers receive between 2 to 5 weeks (or full pay equivalent) paid leave
- UWorkers receive greater than 5 weeks (or full pay equivalent) paid leave
- Policy does not distinguish between primary and secondary caregiving, or provides equivalent time and pay to both
- □ No secondary caregiver leave is offered to employees

### **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.

On-site childcare

- Off-site subsidized childcare
- Free or subsidized meals
- Policy to support breastfeeding mothers
- Other please describe
- □ None of the above

Points Earned: 0.56 of 1.11

### **Worker Empowerment**

How does your company engage and empower workers?

We have formalized feedback and complaint mechanisms beyond direct reporting lines to address concerns and improve company practices

We have processes in place to provide input from employees prior to operational and/or strategic policy or practice changes

Employee complaint / input mechanisms are reviewed at least every other year, with input from employees themselves into the 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

Uvorkers have opportunity to elect member(s) to the Board of Directors

Other - please describe

□ None of the above

Points Earned: 0.56 of 0.56

### 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
- Ve 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

#### **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.

Number of full-time and part-time workers that departed or left the company in the last twelve months Sensitive

UWe do not track this

Points Available: 0.00

# **Employee Satisfaction**

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

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

<65%</li>
65-80%
81-90%
90%+
N/A

Points Earned: 0.83 of 1.11

### **Labor Practices Review**

How have your company's labor practices been certified or reviewed by an independent third party in the last twelve months?

#### 🗹 No

50%+ of our operations have been reviewed or certified

Ue have conducted human rights reviews beyond what is required by law

Our compliance reports are shared with stakeholders (e.g. workers, suppliers, NGOs, government)

N/A - Company only has operations in developed markets

Points Available: 0.28

### 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?

```
    None
    1-24%
    25-49%
    50-74%
    75%+
```

#### 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
 36+ work days

Points Earned: 0.68 of 0.75

#### **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?

If applicable, please select one answer indicating total time off (answers 1-3), and one answer indicating fully paid time off (answers 4-7).

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)

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

24+ 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

Points Earned: 0.45 of 0.75

### **Workplace Flexibility in Practice**

Which of the following flexible workplace practices have been used in the past 12 months?

Please check all that apply.

- Managers or executives worked part-time or in a job-share
- Managers or executives are in a telecommuting position
- $\Box$  We hired new people into permanent positions that are telecommuting
- We hired new people into permanent positions that are part-time or job-share

 $\Box$  We have transitioned staff into part-time, job-share, or telecommuting positions

 $\Box$  Other - please describe

□ None of the above

# **Attrition Rate for Salaried Workers**

What percentage of full-time and part-time salaried workers left the company during the last twelve months?

Calculation should include voluntary and involuntary separation, but exclude workers dismissed with cause.

Sensitive

Points Available: 0.75

#### Community

# **Community Impact Area Introduction**

OPERATIONS

This section identifies whether your company is designed to deliver a specific, material, positive impact for its community, and if so, opens the Community Impact Business Model section that is most applicable.

### **Community Oriented Impact Business Model**

Does your company's business model create a specific positive benefit for stakeholders such as charitable partners, vendors or suppliers in need, or your local community?

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

O Yes
○ No

Points Available: 0.00

#### **Community Oriented Business Models**

Is your company structured to benefit community stakeholders in any of the following ways?

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

A producer-owned cooperative structure in which suppliers share control and benefits of company operations (e.g. farmer

cooperative, artisanal cooperative)

Purchasing fair or direct trade to improve livelihoods for underserved groups in your supply chain

A micro-distribution or micro-franchising model that provides economic opportunities to underserved groups

A formal standing commitment to donate a significant portion of sales, profits, or ownership to charitable causes (>2% sales, >20% profits/ownership)

A community-focused business model that supports and builds the economic vitality of local communities

□ None of the above

# **Supporting Underserved Suppliers**

Does your company source from and/or provide support to populations in low-income, poor, or very poor markets through your supply chain purchasing practices (e.g. fair trade certified products, direct trade)?

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

O Yes

⊖ No

Points Available: 0.00

# **Diversity, Equity, & Inclusion**

OPERATIONS

# **Inclusive Hiring Practices**

How does your company create an inclusive recruiting and hiring process?

Use include a statement in all our job postings with a commitment to diversity, equity, and inclusion

 $\Box$  We don't ask about incarceration history during our application process

U We conduct anonymous or "blind" reviews of applications or resumes without attaching names or identifiable characteristics

Use actively recruit through organizations or services that serve individuals from underrepresented populations

Ve conduct analyses of our job description language and requirements to ensure they are inclusive and equitable

□ None of the above

Points Earned: 0.18 of 0.54

# **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

Approximately and the second s

Approximately and the second s

None of the above

## **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)

Use 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
- U We have programs in place to provide mentorship, apprenticeships, or internships for individuals from underrepresented groups
- U We accommodate learning or emotional disabilities in work processes and workplace policies
- None of the above

Points Available: 0.54

#### Management of Diversity, Equity, and Inclusion

#### How does your company manage and improve your workplace diversity and inclusivity?

U 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

Points Earned: 0.27 of 0.54

#### **Measurement of Diversity**

What attributes of a diverse workforce does your company track, either through anonymous surveys or 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: 0.41 of 0.54

## Low Income Workers

What percentage of your workforce lives in poor/very poor or low-income areas or does not have college degree?

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

Points Available: 0.54

# **Women Workers**

How many of your non-managerial workers identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know

Points Earned: 0.54 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?

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

Points Earned: 0.27 of 0.54

# **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
 11-15x
 6-10x
 1-5x

Points Available: 0.54

# **Female Management**

How many of your company managers identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know
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.

- $\bigcirc$  0%
- ○1-9%
- 10-19%
- 20-29%
- 30%+
- 🔘 Don't know

# **Female Executives**

How many of your company executives identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know
N/A

Points Earned: 0.54 of 0.54

#### **Executives from Underrepresented Populations**

How many of your company executives identify as from another underrepresented social group?

0%
1-9%
10-19%
20-29%
30%+
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?

Use track diversity of ownership among our suppliers

U We have a policy to give preferences to suppliers with ownership from underrepresented populations

U We have formal targets to make a specific percentage of purchases from suppliers with diverse ownership

U 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

# **Supplier Ownership Diversity**

What percentage of your purchases were from companies that are majority-owned by women or individuals from underrepresented populations?

○0%	
○1-9%	
◯ 10-24%	
○ 25-39%	
○ 40-49%	
○ 50%+	
ODon't Know	

Points Available: 0.54

	OPERATIONS
Economic Impact	0.7

#### **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. **17 Nespresso offices in 17** c

Points Available: 0.00

# **Job Growth Rate**

What was your company's net job growth rate for full-time and part-time positions over the last 12 months? ONLY include newly created jobs that are paid 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% (no growth on a net basis)
 1-5%
 6-15%
 >15%

# 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: 0	
UWe do not track this	

# **National Sourcing**

Points Available: 0.00

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?

0%
1-9%
10-19%
20-29%
30%+

Points Available: 1.18

# **Local Purchasing and Hiring Policies**

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

"Local" is defined as being part of the same community. While the size and distance of a community may vary by context, they should generally be based on a small-scale economically and culturally connected area like a metropolitan area or a city/town.

Uvritten preference at each facility to purchase from local suppliers

Germal 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

Incentives for staff to live within 20 miles of local company facility

Other (please describe)

Vo written local purchasing or hiring policies in place

# **Spending on Local Suppliers**

What percentage of your company's expenses (excluding labor) was spent with independent suppliers local to the company's headquarters or relevant facilities in the last fiscal year?

Please click "Learn More" to understand how to answer this question.

<20%		
○ 20-39%		
○ 40-59%		
○ 60%+		
◯ Don't know		

Points Available: 1.18

## **Facilities in Low-Income Communities**

What percentage of your workforce is low-income or does not have a college degree AND is also employed in company facilities located in low-income communities?

<10%</li>
 10-19%
 20-29%
 30%+
 Don't Know

Points Available: 1.18

#### **Impactful Banking Services**

What characteristics apply to the financial institution that provides the majority of your company's banking services?

Certified CDFI or national equivalent social investment organization

Certified B Corporation

Member of the Global Alliance for Banking on Values

Cooperative bank or credit union

Local bank committed to serving the community

Independently owned bank

None of the above

# **Local Employee Statistics**

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Executives

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Available: 0.39

# % of Managers Hired Locally

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Managers

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.39 of 0.39

# % of Non-Managers Hired Locally

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Non-managerial full-time workers

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.39 of 0.39

# **Procurement Staff Practices**

Does your company provide your procurement staff or departments with any of the following?

U Written requirement to consider suppliers within the same geographic area, among other social or environmental factors beyond

pure competitive bid

Uvritten requirement to post RFPs with local suppliers

Training or resources for how to source from local or independent suppliers

□ Incentives to source from local suppliers

✓ None of the above

Points Available: 1.18

# **Civic Engagement & Giving**

OPERATIONS 1.9

# **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: 0.44 of 0.48

# **Community Service Policies and Practices**

How does your company manage employee community service?

U 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 Available: 0.48

#### % of Employees Volunteer Service

What percentage of employees took paid time off for volunteer service last year?

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

Points Earned: 0.24 of 0.97

# **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 and unpaid time spent volunteering during traditional work hours, either for company-organized events or for employee-initiated activities.

Number of hours volunteered 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 percentage of per capita worker time donated as volunteer, community service, or pro bono time in the reporting period?

Calculate by total volunteer hours / 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

 $\bigcirc$  2%+ of time

ODon't know

Points Available: 0.97

# **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

U We have screening practices for charitable contributions or impact measurement mechanisms for our community investments

None of the above

Points Earned: 0.24 of 0.48

# **Impact Measurement of Community Investment**

#### How does your company measure the performance or impact of your community investments?

- Company has a staff member (or members) who have performance measurement and evaluation part of written job responsibility
- 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

Points Available: 0.24

#### **Community Investments Performance Improvement**

How does your company monitor and improve the progress of its community investments?

Performance of community investment initiatives and strategy are reviewed and overseen by executive team or Board of Directors

at least annually

Company has set public goals related to community investment performance and set targets to achieve them

Company monitors performance of projects at least every year to determine if they are on target to meet objectives

Company reports progress publicly to solicit feedback on programs

Other

□ None of the above

Points Earned: 0.12 of 0.24

# **Strategic Decision Making for Community Investments**

How does your company identify and choose community investment to support strategically?

Company has a written statement / strategy that focuses community investments on specific outcomes and intended impact of the 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 screens, etc.)

Other

□ None of the above

Points Earned: 0.29 of 0.48

# **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?

None
 Less than 0.1% of revenues
 0.1-0.4% of revenues
 0.5-0.9% of revenues
 1-1.9% of revenues
 >2%

Points Earned: 0.12 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.

- $\bigcirc$  No donations last fiscal year
- Less than 0.1% of revenue
- 0.1-0.4% of revenue
- 0.5-0.9% of revenue
- 1-1.9% of revenue
- $\bigcirc$  2%+ of revenue
- O Don't know

Points Earned: 0.39 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 S

UWe do not track this

# **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

- U We have provided data or contributed to academic research on social or environmental topics
- U We participate in panel presentations or other public forums on social or environmental topics
- U We provide public resources for other businesses or stakeholders on improving social or environmental performance
- Other please describe
- □ None of the above

Points Earned: 0.12 of 0.24

	OPERATIONS
Supply Chain Management	6.7

## **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.

- Product Manufacturers
- Professional Service Firms (Consulting, Legal, Accounting)
- □ Independent Contractors
- Marketing and advertising
- Office Supplies
- Benefits Providers
- Technology
- Raw materials
- Farms
- ✓ Other please describe

# Supply Chain Risk Assessment and Mapping

Has your company conducted a risk assessment that identifies aspects of your supply chain and purchasers at most risk for negative social and environmental impact based on any of the following risk factors?

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

Country of origin
Sub-regions within countries
Product / Service / Ingredient attributes
Size of purchases by the company
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: 0.10 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 in place that accurately traces the source and origination of all ingredients/ components through the chain?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.31 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?

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

● Yes○ No

# **Outsourced Staffing Screening Topics**

Does your company review or set requirements regarding the labor practices of its outsourced staffing service providers 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
Compliance with international human rights and labor standards (for employees and contractors)
Payment at or above industry benchmarks
Payment of a living wage (for employees and contractors)
C Employee benefits provided
Professional development opportunities
Conter labor practices
□ None of the above

Points Earned: 0.17 of 0.21

# % of Outsourced Services Accountable to Code of Conduct?

What % of your outsourced staffing services (on a currency basis) are accountable to the formalized code of conduct or requirements described in the previous question?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

# **Screening / Monitoring for Services**

Which of the following methods are used to evaluate the social or environmental impact of your outsourced staffing services?

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

	Company shares policies or rules with subcontractors but does not have a verification process in place
	Company requires subcontractors complete self-designed assessment
	Company utilizes third party risk or impact assessment tools (BIA)
	Company conducts routine audits/reviews of subcontractors at least every two years
	Company has third parties conduct routine audits/reviews of subcontractors at least every two year
	Other
	□ None of the above
Pc	pints Earned: 0.02 of 0.21

# % of Outsourced Staffing Services Screened / Monitored

What % of your outsourced staffing services (on a currency basis) are evaluated based on the methods selected in the previous question?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

# **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)
- C Ethics and anti-corruption policies
- Anagement systems to manage and incentivize positive social and environmental performance

Other

□ None of the above

# % 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%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

## 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?

Company shares policies or rules with suppliers but does not have a verification process in place

Company requires completion of self-designed assessment

Company utilizes third party risk or impact assessment tools (Sedex, BIA)

Company conducts routine audits/reviews of Tier 1 suppliers at least every two years

Company has third parties conduct routine audits/reviews of Tier 1 supplier at least every two years

Company has mechanisms to hear grievances or performance feedback from stakeholders of Tier 1 suppliers

Company can confirm quantifiable improvement in Tier 1 supplier social and environmental performance improvement in last year

□ None of the above

Points Earned: 0.02 of 0.21

#### % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 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 can confirm quantifiable improvement in Tier 2 supplier social and environmental performance improvement in last year

□ None of the above

Points Earned: 0.02 of 0.21

# % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 0.83

# **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:

 $\Box$  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: 0.21 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.72 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

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

□ None of the above

Points Earned: 0.10 of 0.21

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

For what % of your suppliers (on a currency basis) do the reporting practices selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 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 otherwise 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

## % 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%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 0.83

# **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 and 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

Points Earned: 0.16 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 Available: 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 36 months.

O Average tenure of supplier relationships is greater than 36 months.

O Average tenure of supplier relationships is greater than 72 months.

O Average tenure of supplier relationships is greater than 120 months.

Our company has had a relationship with a majority of our suppliers (on a currency basis) since our first year of operations.

◯ Don't 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: 0.10 of 0.41

# Supply Chain Poverty Alleviation - Impact Business Model

IMPACT BUSINESS MODELS

7.2

This IBM section is applicable to companies that reduce poverty in their supply chain through trade terms, positive labor conditions, and support for underserved suppliers in low-income, poor, or very poor markets (e.g. fair trade, direct trade).

# **Purchasing From Underserved Suppliers**

Do you purchase directly from underserved suppliers in low-income, poor, or very poor markets?

Yes, I purchase directly from underserved suppliers

 $\odot$  No, I purchase from brokers or other companies that are verified to be purchasing from and supporting underserved suppliers

# **Types Of Underserved Suppliers**

What types of suppliers from low-income, poor, or very poor markets are in your supply chain?

- Small-scale Factories in Underserved Markets
- Fair Wage/ Labor Certified Plantation/Estate Farms in Underserved Markets
- Worker or Producer-Owned Cooperatives
- 🗹 Small-Holder Small Scale Farms/Suppliers in Underserved Markets (less than 50 employees)
- Micro-entrepreneurs/artisans in underserved markets

Points Available: 0.00

# **Beneficial Trade Terms for Underserved Suppliers**

Are any of the following trade terms provided to the underserved suppliers in your supply chain?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

A premium is paid beyond market price for community support and development

Input materials come from a relationship where contracts are signed and executed for the next year

Input materials come from a relationship where the contract price was partially or fully paid in advance to significant suppliers

(including loans through a partner organization)

Pricing of product is determined collaboratively with suppliers

Con-site visits are made to suppliers on at least an annual basis.

□ None of the above

Points Available: 0.00

#### % Purchases with Beneficial Trade Terms

What % of your cost of materials in the last fiscal year came from underserved suppliers that received the previous trade terms?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your cost of materials in the last fiscal year came from underserved suppliers that received the previous trade terms?

24

We do not track this

#### **Purchases from Suppliers with Beneficial Terms**

What is the total cost of materials sourced through the previous trade terms?

What is the total cost of materials sourced through the previous trade terms? Sensitive

Points Available: 0.00

# **Tracking Supplier Premiums**

Do you track the premium paid to suppliers?

O Yes○ No

Points Earned: 0.58 of 0.58

#### **Premium Paid to Suppliers**

If yes, what is the average premium paid to suppliers in the last fiscal year (either on product or wage)?

Please report the premium as a % of the price paid per product or per hour.

If yes, what is the average premium paid to suppliers in the last fiscal year (either on product or wage)? Sensi

UWe do not track this

Points Available: 0.00

# **Methodology to Determine Premium Paid**

Describe in the text box the methodology your company uses to calculate producer price premium.

Describe in the text box the methodology your company uses to calculate producer price premium. We have a yearly coffee bud

Points Available: 0.00

# **Innovative Supply Chain Poverty Alleviation**

Is there something different or innovative about the company's approach to sourcing from small-scale suppliers that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? Please explain.

Is there something different or innovative about the company's approach to sourcing from small-scale suppliers that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? Please explain. The creation of the AAA Proc

# Support for Small-Scale Suppliers

Does the company provide or participate in support services for underserved suppliers?

This question factors into a calculated question that contributes to your overall score.

Capacity building to improve the efficiency of operations for the supplier

Capacity building to improve the social or environmental practices of the supplier

Support and training to improve quality and maintain quality assurance for the supplier

Use do not purchase directly from underserved suppliers, or we do not provide capacity building services

Points Available: 0.00

# % of Purchases from Supported Small-Scale Suppliers

What % of your total cost of materials in the last fiscal year came from underserved suppliers that have received the above capacity building support?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your total cost of materials in the last fiscal year came from underserved suppliers that have received the above capacity

building support? 23

UWe do not track this

Points Available: 0.00

# **Verification of Fair Wages and Working Conditions**

Are working conditions and wages of suppliers verified to meet credible standards to ensure dignity and equitable economic empowerment for employees? If so, what methodology is used to determine standards?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

Suppliers meet third party certification standards (such as Fair Trade Certification)

UWorkers receive wage equivalent to or greater than a third party fair or living wage calculation for the relevant

industry/product/market

Suppliers are not verified to meet third party labor standards

# **Purchasing From Underserved Suppliers**

What % of your cost of materials in the last fiscal year came from underserved suppliers that are verified by either of the methodologies selected in the previous question?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your cost of materials in the last fiscal year came from underserved suppliers that are verified by either of the methodologies selected in the previous question? 2

We do not track this

Points Available: 0.00

# Wage and Working Conditions Screening

How are wage and working conditions screened and monitored to ensure that continual compliance with the previous standards?

Suppliers are verified or certified by a third party to meet standards.

 $\bigcirc$  Company visits and reviews supplier facilities and documents compliance with the standards above

 $\bigcirc$  None of the above

Points Earned: 0.58 of 0.58

# Third Party Certification of Supply Chain

Are the company's trade practices or purchases certified by a third party?



✓ Other - please describe

□ No

Points Available: 0.00

#### **Tracking Impact on Workers**

Does your company track the impact of your work with small-scale suppliers on the lives of suppliers' employees?

● Yes ○ No

Points Earned: 0.58 of 0.58

# **Tracking Impact Explanation**

If your company tracks the impact of your work with small-scale suppliers on the lives of suppliers' employees, please explain how.

If your company tracks the impact of your work with small-scale suppliers on the lives of suppliers' employees, please explain how.

We have 415 agronomists or

Points Available: 0.00

# **Supply Chain Transparency**

Do customers and/or the public have access to information about the company's supply chain practices?

 $\bigcirc$  Customers have access to information about suppliers being sourced from, including their location

 $\bigcirc$  None of the above

Points Earned: 0.58 of 0.58

#### Environment

# **Environment Impact Area Introduction**

OPERATIONS

This section asks about your environmental footprint to determine which questions are applicable later on in the assessment. It also identifies whether your company's product/service is designed to deliver a specific, material, positive environmental impact, and if so, opens the Environmental Impact Business Model section that is most applicable.

# **Environmental Business Model**

Are your company's products/services or processes structured to restore or preserve the environment in any of the following ways? (Please note: the environmental impact of your day-to-day operations will be assessed in the remaining sections of the Environment Impact Area. This question is specifically asking about your products/services or innovative production processes.)

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

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

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

□ None of the above

#### **Description of Positive Environmental Product / Service Impact**

How would you describe the positive outcome for the environment created by your product/service?

How would you describe the positive outcome for the environment created by your product/service? The Nespresso system (AAA

Points Available: 0.00

#### **Environmental Product or Service Impact**

Is the environmental impact you've described part of your products' or services' impact (excluding packaging), or is it a part of the way that your company operates?

Companies should earn revenue from the product or service that has an environmental impact. Please do not include pro bono efforts within this section.

• The impact is created by a revenue-generating product/service line (e.g. selling non-toxic cleaning products, sustainability consultancy)

O The impact is created by the company's daily operations (e.g. using non-toxic cleaning products in the company's headquarters) and not the core product/service

Points Available: 0.00

## **Environmental Product Benefits**

In what way or ways does your product/service conserve the environment?

Please select ONE option per product line. You may select an additional option if your product line has two separate environmental attributes.

Provides or is powered by renewable energy or cleaner-burning energy than market alternatives (e.g. solar panel

manufacturers/installers, hybrid vehicles)

Conserves or diverts resources (including energy, water, materials, etc.)

Conserves or preserves the well-being of land and/or animals (e.g. land protection or reforestation services, sustainably harvested agricultural products)

Reduces or is made of less toxic/hazardous substances (e.g. brownfield remediation services, organic certified food, non-toxic cleaners)

Educates, measures, researches, or provides information to solve environmental problems (e.g. environmental consulting or auditing)

\_\_\_\_\_

□ None of the above

Points Available: 0.00

#### Land/wildlife Conservation Overview

Tell us more about how your product or service conserves natural resources

Tell us more about how your product or service conserves natural resources Quality Coffees are highly de

# **Direct Impact on Land / Wildlife Conservation**

Is land/wildlife conservation, beyond what is required by law, a direct positive environmental impact of your product or service?

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

O Yes

O No, it is an indirect result of one of the other answers selected in the question "Environmental Product Benefits"

Points Available: 0.00

# **Environmental Management**

OPERATIONS 5.2

# **Green Building Standards**

What percentage of company facilities (by area, both owned by company or leased) is certified to meet the requirements of an accredited green building program?

<20%</li>
 20-49%
 50-79%
 80%+
 N/A

Points Available: 0.49

# **Facility Improvement with Landlord**

If you lease your facilities, have you worked with your landlord to implement or maintain any of the following?

Energy efficiency improvements

- □ Water efficiency improvements
- Usate reduction programs (including recycling)

□ None of the above

✓ N/A - Company does not lease majority of facilities

## **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: 0.16 of 0.98

#### **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%
1-24%
25-49%
50-74%
75%+
N/A

Points Earned: 0.12 of 0.49

#### **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

Points Earned: 0.10 of 0.49

## % of Products Designed for the Environment

For what % of your products do the DFE practices selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

# **Type of Footprint Assessments**

Has the company's footprint assessments included any of the following?

Assessment conducted for supply chain only

 $\hfill\square$  Assessment conducted for only a portion of value chain

Germal 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

Points Earned: 0.18 of 0.24

# % 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%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

# Assessment Conducted of Environmental Footprint of Value Chain

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?

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 0.49

## % of 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

# 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)

Points Earned: 0.33 of 0.49

# **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: 0.33 of 0.49
```

## % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

# Addressing Longevity of Product Lifespan

Which of the following practices does your company have in place to manage product longevity in order to reduce overall consumption and waste to landfill?

U We have measured the overall product lifespan of our portfolio and altered product designs to increase it within the last two years

Use have a program that facilitates maintenance, servicing and reassembly of our products

U We provide information about the program to facilitate maintenance and servicing on product labels / packaging

U 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

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

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?

• Yes, as assessed by the company measurements

 $\bigcirc$  Yes, as assessed and verified by a third party

O No, not at this time

Points Earned: 0.49 of 0.98

# Air & Climate

OPERATIONS 5.4

#### **Monitoring and Reporting Energy Use**

How does your company monitor, record, or report its energy usage?

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

We do not currently monitor and record usage

Ve 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

U 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

UWe have met specific reduction targets during the reporting period

Points Earned: 0.08 of 0.64

#### **Total Energy Use**

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

Total energy used (Gigajoules) during the last 12 months: 45084

We do not track this

Points Available: 0.00

#### **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: 31937

#### **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: 0.12 of 0.32

#### 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%
100%
Don't know

Points Earned: 0.26 of 1.28

#### **Energy Use Reductions**

Have conservation and efficiency improvements led to energy savings for your facilities? If so, by how 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.

○ 0%
○ 1-4%
○ 5-9%
○ 10-14%
○ 15-20%
○ >20%

🔘 Don't know

## **Monitoring and Reporting Greenhouse Gas Emissions**

How does your company manage its greenhouse gas emissions for at least Scope 1 and 2?

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% reduction of GHGs from baseline year)
We regularly monitor and record emissions and have set specific science-based targets necessary to achieve global goals to address climate change
We report progress on our reduction targets publicly on an annual basis
We have met the specific reduction targets set during this reporting period
We have achieved carbon neutrality

Points Earned: 0.06 of 0.64

# **Total Scope 1 GHGs**

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 1:

Scope 1:	12012	
Scope 1:	12012	

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: 23365	
Uwe do not track this	

Points Available: 0.00

#### **Total Scope 3 GHGs**

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 3:

Scope 3: 1553210

UWe do not track this

#### **Carbon Intensity**

What is your current Carbon Intensity for Scopes 1 and 2 (measured in metric tons of CO2/\$million of revenue), not including the use of carbon credits or offsets?

Please use USD to allow for standardized comparisons.

>100
81-100
61-80
41-60
21-40
1-20
0
Don't know

Points Earned: 0.64 of 0.64

## **Carbon Intensity**

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.

>100
81-100
61-80
41-60
21-40
1-20
0
Don't know

Points Earned: 1.28 of 1.28

#### **Greenhouse Gas Emissions Reduced**

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

0%
1-4%
5-9%
10-14%
15-20%
20%+
Don't Know

Points Available: 1.28

#### **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

avoiding 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 Available: 0.64

#### **Ton Miles Reduction**

Have you reduced the ton miles (relative to revenues) of your distribution and supply chain, and if so, by how much?

Calculate by comparing ton-miles from the year prior or annualized from a baseline year.

○0%

- 1-9%
- 10%-20%
- ○21-50%
- >50%
- ONot tracked / Unknown

# **Supply Chain GHG Management**

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

Only select practices if you track and manage greenhouse emissions produced for at least 50% of your company suppliers (on a cost basis).

We don't track or evaluate greenhouse emissions from our supply chain

Ve 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

Use set targets for reducing greenhouse gas emissions through our supply chain

U 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: 0.32 of 0.64

#### **Offsetting Supplier GHG Emissions**

What % of your company's Scope 3 greenhouse gas emissions were offset by certified carbon credits?

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

Points Earned: 1.28 of 1.28

#### **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?

Ve 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)

Use 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)

U We audit and provide help to suppliers to complete corrective actions

□ None of the above

Points Earned: 0.16 of 0.64

# **Reducing Impact of Travel/Commuting**

Does your company have any programs or policies in place to reduce the environmental footprint caused by travel/commuting?

Employees are subsidized/incentivized for use of public transportation, carpooling, or biking to work

Z Facilities are designed to facilitate use of public transportation, biking, or cleaner burning vehicles (e.g. electric chargers)

Employees are encouraged to use virtual meeting technology to reduce in person meetings

Company has a written policy limiting corporate travel

□ None of the above

Points Earned: 0.32 of 0.64

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

Points Earned: 0.32 of 1.28

#### 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

## % GHG Emissions Offset

If your company purchased certified carbon credits in the reporting period, what % of Scope 1 and 2 GHG emissions were offset?

0%
 1-24%
 25-49%
 50-74%
 75-99%
 100%
 Don't know
 N/A - No carbon offsets purchased

Points Earned: 0.64 of 0.64

	OPERATIONS
Water	0.4

#### **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

U 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 of

water usage from baseline year)

U We regularly monitor and record water usage and have set science-based targets necessary to achieve sustainable usage linked to

our local watershed

Use report progress on our reduction targets publicly on an annual basis

U We have met specific reduction targets set during this reporting period

Points Available: 1.75

#### **Total Water Use**

Total water use (liters) during the last 12 months

Total water use (liters) during the last 12 months

✓ We do not track this

# 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 Available: 1.75

## **Supply Chain Water Management**

How does your company track and manage the water footprint of your supply chain?

Only select practices if you track and manage the water footprint for at least 50% of your company suppliers (on a cost basis).

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 usage

We have targets for reducing water footprint through our supply chain

U We have seen a reduction of our water footprint in our supply chain in the past twelve months

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

Points Earned: 0.44 of 1.75

# **Supply Chain Water Improvement**

What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce the water footprint of your supply chain?

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

Use screen suppliers to fit good water management practices (e.g. individual supplier practices, materials and ingredients, locations in context of water scarcity)

U We provide support or resources for supply chain in adopting water management (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: 1.75

# Land & Life

**OPERATIONS** 

#### Monitoring and Reporting Non-hazardous Waste

How does your company monitor, record and report your waste production?

We do not currently monitor and record waste production

Ve regularly monitor and record waste production but have not set any reduction targets

U We regularly monitor and record waste production and have set specific reduction targets relative to previous performance (e.g. a

5% reduction of waste to landfill from baseline year)

We regularly monitor and record waste produced and have set a zero waste target

 $\hfill\square$  We report progress on our reduction targets publicly on an annual basis

 $\Box$  We have met the specific reduction targets set during this reporting period

We produce zero waste to landfill

Points Earned: 0.06 of 0.62

#### 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 363492

UWe do not track this

Points Available: 0.00

#### **Total Waste Disposed**

Waste Disposed (metric tonnes) during the last 12 months

Waste Disposed (metric tonnes) during the last 12 months 4342

UWe do not track this

Points Available: 0.00

#### **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 32% Global Recycle rate for capsules

UWe do not track this

#### **Recycling Programs**

What % 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?

<20%
21-40%
41-60%
61-80%
</pre>

Points Earned: 0.62 of 0.62

## **Supply Chain Waste Management**

How does your company track and manage waste in your supply chain?

Only select practices if you track and manage waste for at least 50% of your company suppliers (on a cost basis).

We don't track the solid waste impacts of our supply chain

We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material areas of waste production

We have set targets for reducing solid waste in the supply chain

U We have seen a reduction of waste produced in our value chain in the past twelve months

We have achieved zero waste or a closed-loop supply chain

Points Earned: 0.15 of 0.62

#### **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?

Ve collaborate with or require suppliers to collect data and report on waste production

We screen or require suppliers to meet standards related to solid waste production

U We have implemented initiatives to reduce waste at the source or divert waste from landfills or incineration in the supply chain

We audit and provide help to suppliers to complete corrective actions

□ None of the above

Points Earned: 0.15 of 0.62

## **Environment Impact Packaging**

How does your company minimize the environmental impact of the packaging of your products?

We have conducted a formal assessment of our packaging design and materials to identify opportunities to minimize environmental impact
We have source-reduced packaging within the last two years
Our packaging materials are certified to meet independent standards for environmental impact
Our packaging is recyclable and provides instructions on how to recycle it correctly
Our packaging is non-toxic
Our packaging materials are designed to have less overall environmental impact than common alternatives
None of the above
N/A - Our products do not have packaging materials

Points Earned: 0.25 of 0.62

## % of Reusable/ Recyclable Materials

What % of material (by volume) is made of recyclable (and labeled as such) or biodegradable materials in the areas where they are sold (product + packaging)?

<20%</li>
20-49%
50-74%
75-99%
100%
Don't Know
N/A

Points Earned: 0.52 of 0.62

#### % 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
```

#### % 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> 20-49%
○ 50-74%
○ 75-99%
○ 100%
$\bigcirc$ We have not conducted a study of end of life disposal in the last two years
○ N/A

Points Earned: 0.21 of 1.24

## **Programs to Reduce End of Life Waste**

Which of the following practices are in place to reduce waste to landfill after the usage of your product and/or its packaging?

Company has a product/packaging reclamation and recycling program designed and implemented by the company or a third party

Company has a product/packaging reclamation and reuse program designed and implemented by the company or a third party

Company takes back similar products or packaging from other companies as part of its reclamation program

Company includes information about their reclamation programs on product labels / packaging

Company includes information about their reclamation programs in advertising campaigns

Company has achieved circularity (no waste created) in its products and packaging

Other

□ None of the above

Points Earned: 0.25 of 0.62

#### % of Products with Programs to Reduce End of Life Waste

For what % of your products do the end-of-life waste programs selected in the previous question apply?

- 00%
- ○1-20%
- 021-49%
- 50-74%
- 075-99%
- 100%
- O N/A

Points Earned: 0.54 of 0.62

#### **Reducing Waste**

Optional unweighted metrics: Approximately by what % has your company reduced solid and hazardous waste generation (normalized for revenue changes) over the following periods?

The past two years

The past two years		]
✓ We do not track	this	

Points Available: 0.00

## 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: 0.62 of 0.62

# **Tracking Chemicals in the Supply Chain**

Does your company do any of the following to manage chemicals in the supply chain?

Please check all that apply.

Require suppliers to disclose specified chemicals of concern

Ask suppliers if they know all the chemical ingredients intentionally added to their product and all residuals of high concern present

in the product (only asking if they know, not requiring them to provide the data to you)

Require suppliers to provide chemical information to a third party

Ensure that suppliers are kept up to date on banned chemicals in different markets by providing them with a Restricted Substances

List and monitoring their compliance with this list

Incentivize suppliers for participating in chemical management program

□ None of the Above

Points Earned: 0.41 of 0.62

#### **Chemical Management**

Does your company have a program in place to identify and eliminate potential chemicals and materials of concern in your product and/or process and identify and phase-in safer alternatives (e.g. chemical/material options with reduced toxicity)?

🗌 Con	pany has	completed a	a study o	f all materials	(including	scarce metals a	nd minerals) in	n product	and chemicals to	1000ppm	level
-------	----------	-------------	-----------	-----------------	------------	-----------------	-----------------	-----------	------------------	---------	-------

- Company has completed a study of all materials in product and chemicals to 100ppm level
- Company has undergone an evaluation of products and processes to identify potential toxic contaminants from production

Company has identified specific chemicals of concern classes (e.g., carcinogens, mutagens, reproductive toxins, endocrine disruptors, persistent or bioaccumulative substances)

Company has established a Restricted Substances List (RSL), has a positive screen or other decision process for chemicals

Company has established metrics and goals for the reduction or elimination of chemicals of concern

Company publicly discloses the chemicals and/or materials in your product (e.g., on a label, website, via 800 number for information, etc.)

There are no potential chemicals or materials of concern in my industry

□ None of the above

Points Earned: 0.62 of 0.62

# **Public Disclosure of Chemicals**

Does your company publicly disclose any use of chemicals of concern in products or processes in any of the following ways?

Company provides information on website that publicly discloses any use(s) of chemicals of concern

Company completes and publicly provides Health Product Declarations (HPD) for any chemicals of concern utilized

Company publicly provides information on use of any chemicals of concern via the Cradle 2 Cradle Products Innovation certification process

Other third-party disclosure mechanism (please state)

🗌 N/A

None of the above

Points Available: 0.62

# **Supply Chain Chemical Management**

How does your company track and manage toxins or hazardous waste in your supply chain?

Only select practices if you track and manage toxins or hazardous waste for at least 50% of your company suppliers (on a cost basis).

U 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

and/or production of hazardous waste

Ue have set targets for reducing toxins and hazardous waste in our supply chain

U We have verified that there are no harmful toxins or hazardous waste in our supply chain

#### **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

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

Use 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 Earned: 0.46 of 0.62

## **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 Available: 0.62

# **Supply Chain Biodiversity Management**

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

Only select practices if you track and manage the impact on biodiversity for at least 50% of your company suppliers (on a cost basis).

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

Points Earned: 0.62 of 0.62

#### **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?

Use collaborate with or require suppliers to collect data and report on biodiversity impact

We screen suppliers to fit good biodiversity practices

U 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)

 $\Box$  We audit and provide help to suppliers to complete corrective actions

None of the above

Points Available: 0.62

# Land/wildlife Conservation - Impact Business Model

IMPACT BUSINESS MODELS **5.6** 

This IBM section is applicable if your company's products/services preserve or restore natural environments and/or protect animals (e.g. reforestation, sustainably harvested agriculture, protected parks)

#### Land/wildlife Conservation Description

Which of the following product or service descriptions apply?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

O Product or service requires specific practices to ensure the humane treatment of animals used as inputs in the product's creation

(e.g. humane certified eggs)

• Product or service requires specific practices to ensure the sustainable harvesting or use of natural products and materials (e.g.

FSC certified paper; MSC seafood; shade-grown coffee)

O Product or service directly prevents environment/ecosystem degradation (e.g. protected parks; wildlife management services)

O Product or service improves natural environments previously damaged by degradation (e.g. reforestation; endangered species repopulation)

O These descriptions do not apply to our company's product/service (Skip the remainder of this section)

Points Available: 0.00

# **Revenue from Land/wildlife Conservation**

What were your total revenues last fiscal year from the previous products or services?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What were your total revenues last fiscal year from the previous products or services? 36%

UWe do not track this

## **Tracking Environmental Metrics**

Which of the following environmental metrics does your company track regarding the environmental impact of your product or service?

You will be asked to report each environmental metric selected

- CO2 saved/offset by product/service (metric tons)
- Liters of water saved/offset by product/service
- Number of wildlife species protected/saved
- Metric tons of waste saved from landfill or incineration
- ✓ Number of hectares protected
- □ None of the above

Points Available: 0.00

#### **Hectares Protected**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Number of hectares protected

Number of hectares protected 320000

UWe do not track this

Points Available: 0.00

#### **Tons of Carbon Offset**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Metric tons of GHG/CO2 equivalent

Metric tons of GHG/CO2 equivalen	t 600000
----------------------------------	----------

UWe do not track this

Points Available: 0.00

#### **Waste Diverted**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Metric tons of waste saved from landfill or incineration

Metric tons of waste saved from landfill or incineration

🗹 We do not track this

#### Management of Land/wildlife Conservation

How does your company measure and manage the results, outcomes, effects, or impact of your product or service?

Please select all that apply.

Ve have formally defined the outcomes sought by our product or service and have developed a theory of change for them

We have based our impactful product or service business model on established secondary research that demonstrates potential impact

We have directly and formally engaged stakeholders in understanding their desires and needs when developing, refining, and or delivering our products or services

We are verified to meet third-party standards for impact (e.g. we have impact-related product certifications)

We measure near-term outcomes of the product or service to determine whether it is meeting the needs and expectations of our beneficiaries

We measure long-term outcomes in order to assess whether the results of our product produce lasting positive impacts for our beneficiaries

We have identified and measure and manage the unintentional or potential negative impacts of the product or service in addition to intentional positive effects

We have identified and managed potential causes that could lead to a failure to deliver the positive outcome, to do so less efficiently than possible, or to produce other negative effects

□ None of the above

Points Earned: 1.07 of 1.07

#### Innovative Land/wildlife Conservation

Is there something different or innovative about the product/service that has changed the industry? Is this something that is replicable, unique at the time that it was created, and that has been emulated by other organizations?

Is there something different or innovative about the product/service that has changed the industry? Is this something that is replicable, unique at the time that it was created, and that has been emulated by other organizations? Yes, the AAA Program for su

Points Available: 0.00

#### Customers

# **Customers Impact Area Introduction**

OPERATIONS

0.0

This section identifies whether your company's product/service is designed to deliver a specific, material, positive impact for its customers (beyond the value normally provided from goods or services), and if so, opens the Customer Impact Business Model section that is most applicable.

## **Customer Impact Business Model Introduction**

Do any of your company's products/services address a social or economic problem for your customers and/or their beneficiaries?

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

$\bigcirc$	Yes
$\bigcirc$	No

Points Available: 0.00

# **Customer Stewardship**

OPERATIONS

4.5

## 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
- Ve have formal quality control mechanisms
- We have feedback / customer service feedback or complaint mechanisms
- We monitor customer or consumer satisfaction
- $\Box$  We assess the outcomes produced for our customers through the use of our product or service
- Ve 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?

0%
1-9%
10-24%
25-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.45 of 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%

O N/A

Points Earned: 0.82 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

ONo

Points Earned: 0.45 of 0.45

# **Feedback and Complaint Channels**

Are any of the following true regarding mechanisms for customers to provide feedback, ask questions, or file complaints?

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
- In the last year, company has achieved specified targets for satisfaction
- □ None of the above

Points Earned: 0.36 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
- O 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: 0.34 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: 0.45 of 0.45

#### **Data Security Management**

Does the company have any of the following practices to ensure security of private data?

- Z 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

Points Earned: 0.45 of 0.45

#### **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

○ Yes

🔘 No

#### **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

○ 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

○ Yes

O No

Points Available: 0.00

#### **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

◯ 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

⊖ Yes

🔘 No

## **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

0	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

○ Yes

🔘 No

Points Available: 0.00

#### **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
```

⊖ 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

#### **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)

$\bigcirc$	Yes
$\bigcirc$	No

Points Available: 0.00

# **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

◯ 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

⊖ Yes

🔘 No

#### **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

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

◯ 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)

♥ 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

Yes
 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: See Nespresso Transparent

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."

○ Yes○ 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

○ Yes

🔘 No

Points Available: 0.00

#### **Operates in conflict zones**

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

Company operates in conflict zones

◯ Yes

🔘 No

# 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

```
YesNo
```

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

 $\bigcirc$  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

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

#### Activities against freedom of association/collective bargaining

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

Company has taken a public stance against unionization, has engaged in activities that may be perceived as taking a stance against union organizing, or prohibits workers from freely associating and bargaining collectively for the terms of one's employment

◯ 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

⊖ 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

⊖ Yes

🔘 No

Points Available: 0.00

# **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

⊖ Yes

🔘 No

#### Company workers are prisoners

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

Company uses workers who are prisoners

0	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

⊖ Yes

🔘 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

🔘 No

Points Available: 0.00

#### **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

◯ Yes

🔘 No

#### **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	s" listed above, please provide a	detailed explanation of the company's
engagement in each practice marked in the affirmative:	Does not apply	

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

⊖ Yes

🔘 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

◯ Yes

🔘 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

○ 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

○ Yes

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

◯ Yes

🔘 No

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

⊖ Yes

🔘 No

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

○ 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)

0	Yes
$\bigcirc$	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

○ Yes

🔘 No

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

◯ Yes

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)

YesNo

#### **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

◯ 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

○ 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

YesNo

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

⊖ 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

○ 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

○ Yes ○ 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: Does not apply

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

○ Yes○ No○ Don't Know

Points Available: 0.00

# **Suppliers in Conflict Zones**

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

Operation in conflict zones

Yes
 No
 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

Yes
No
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

Yes
No
Don't Know



CORE 80.4	COMPLETION 100%	VERSION 6	NAME Active Assessment	SECTOR <b>Wholesale/Retail</b>	COMPAN 1000+	IY SIZE
	Overall B Impact Sc	ore				(j)
	Nespresso SAMA For Fiscal Year End Date: December 31st, 2020 Your Compar			80	4	
	B Corporation Certification Qualification		oration Certification Qualification			200
	Governa	ance	_	QUES	TIONS ANSWERED	OVERALL SCORE
	Workers	S	_	QUES	TIONS ANSWERED 55/55	OVERALL SCORE
	Commu	inity	-	QUES	TIONS ANSWERED	OVERALL SCORE
	Environ	ment	_	QUES	TIONS ANSWERED	OVERALL SCORE

# **Mission & Engagement**

#### **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.

 $\bigcirc$  Creating positive social or environmental impact is not a focus for our business

O 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.

O 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.

No social or environmental 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)

U We have no written mission statement

Points Earned: 0.04 of 0.19

#### **Mission Statement**

Please share the text of your formal mission statement here.

Please share the text of your formal mission statement here. 1.Creating highest quality gra

## **Social and Environmental Decision-Making**

#### How does your company integrate social and environmental performance into 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
- U We measure our externalities in monetary terms and incorporate them into our financial balances
- Other please describe
- □ None of the above

Points Earned: 0.30 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
- Uworkers articulate goals and achievements related to social and environmental metrics as an individual or part of a workplace team

All supervisors and managers receive training on how to communicate social and environmental goals to employees and implement accountability for results

None of the above

Points Earned: 0.25 of 0.38

## **Mission-driven Executive Compensation**

Which of your executives have their compensation tied to achieving specific social and environmental metrics or objectives?

Please check all that apply.

None

✓ Our CEO or President

Senior managers reporting to the CEO or President

#### Social or Environmental Performance Related Executive Job Descriptions

What social or environmental issues appear in performance-related responsibilities or expectations outlined in the job descriptions of the CEO and the CEO's direct reports?

- Human rights and labor performance (including supply chain)
- Community engagement (including volunteering and charitable giving)
- Serving consumers in need
- C Environmental performance
- Other social or environmental innovation (please describe)
- □ None of the above

Points Earned: 0.38 of 0.38

#### **Board Review of Social or Environmental Performance**

Does the Board of Directors or equivalent governing body review your company's social or environmental performance on at least an annual basis?

- O No, our Board doesn't review that
- $\odot$  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
- $\bigcirc$  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

## 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
- Ve have identified and measure metrics based on the results of the materiality assessment we conducted for the company
- We have set performance targets for all identified material issues and measurements
- U We measure the material social and environmental outcomes produced by our performance on our KPIs over time
- □ None of the above

Points Earned: 0.36 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? Company management coffe

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

Company 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

#### **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
- O Board of Directors (with at least one member who is not an executive or owner of the company)

Points Available: 0.36

#### **Code of Ethics**

What is required by your company's Code of Ethics?

- 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: 0.33 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.

- Ve 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
- Ve instruct all non-managerial workers on the Code on an ongoing basis
- Ve communicate changes to the Code whenever it is updated
- Other please describe
- $\hfill\square$  No Code of Ethics or equivalent, or no training on the Code

# **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

Points Earned: 0.36 of 0.36

# **Anti-Corruption Practices**

Which of the following anti-corruption reporting and prevention systems are in place?

- Vritten 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

# **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)?

O Yes○ 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 of 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**

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
- 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: 0.36 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.

- Use have no formal documented process to share financial information with employees
- Our company discloses all financial information (except salary info) at least yearly

Our company discloses all financial information (except salary info) at least quarterly

- In addition to sharing financials, our company also has an intentional education program around shared financials
- In addition to sharing financials with employees, our company publicly reports its financial statements

Points Earned: 0.27 of 0.36

#### **Impact Reporting**

Does the company produce a public-facing annual report detailing its social and environmental performance that includes any of the following?

Ve seek input from relevant stakeholder groups to help determine what information to report

We provide clear descriptions of our mission-related activities

- Ve share quantifiable targets related to our company's mission
- We share quantifiable results from our mission-related activities (e.g., lbs of carbon offset)
- We use consistent variables of measurement which allow comparisons to previous years

Our report is in compliance with the Global Reporting Initiative (GRI) or equivalent disclosure level based on a third-party voluntary

reporting standard

- A third party has validated the information we share
- Impact reporting is integrated with financial reporting
- Use don't produce a public-facing mission-related annual report

# **Governing Body Transparency**

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

Please check all that apply.

Use 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

- Use publicly report remuneration of board members and chief executives
- None of the above

Points Available: 0.36

# **Governance Metrics**

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

**OPERATIONS** 

0.0

#### **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, 2020

Points Available: 0.00

## **Reporting Currency**

Select your reporting currency

O Swiss Franc - CHF

Points 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

From the fiscal year before last	Sensitive	

UWe do not track this

#### **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 compar	۱y
has not yet completed its first fiscal year, please put \$0	

From the last fiscal year	
UWe do not track this	

Points Available: 0.00

# Net Income Last Year

#### Net Income

From the last fiscal year

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

From the last fiscal year	
UWe do not track this	

Points Available: 0.00

# Net Income Year Before Last

#### Net Income

From the fiscal year before las	st
From the fiscal year before last	Sensitive
Uwe do not track this	

Points Available: 0.00

## **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 0

UWe do not track this

Points Available: 0.00

# **Mission Locked - Impact Business Model**

IMPACT BUSINESS MODELS

7.5

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?

This question is related to the legal requirement for Certified B Corps. Click "Learn" for more information and resources about this requirement.

O Signed a contract or Board resolution committing to adopting a legal form that requires consideration of all stakeholders (e.g.

signed B Corp Agreement)

O 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 that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)

O As an independent or publicly-owned business, amended corporate governing documents or adopted a legal entity that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)

O None of the above

Points Earned: 7.50 of 10.00

#### Workers

# **Workers Impact Area Introduction**

OPERATIONS

0.0

This section identifies who should be considered a "worker" in the B Impact Assessment and reports your workerrelated metrics. It also identifies whether your company is designed to deliver a specific, material, positive impact for its workers, and if so, opens the Worker Impact Business Model section that is most applicable.

# 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

# **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.

Ves, 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

#### **Independent Contractor Instructions**

For the remainder of the Workers section, you should consider independent contractors that work for the company 20+ hours per week over a 6+ month period as "employees" or "workers"

• Ok, I will consider all independent contractors that meet these specifications in my responses to the remaining questions in the Workers section.

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

Please click "Learn More" to understand how to answer this question.

Current Total Full-Time Workers 1235

We do not track this

#### # of Full Time Workers Last Year

Number of Total Full-Time Workers

Total full-time workers twelve months ago

Please click "Learn More" to understand how to answer this question.

Total full-time workers twelve months ago 879

UWe do not track this

Points Available: 0.00

#### **# of Part Time Workers**

Number of Total Part-Time Workers

Current Total Part-Time Workers

Please click "Learn More" to understand how to answer this question.

Current Total Part-Time Workers 292

UWe 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

Please click "Learn More" to understand how to answer this question.

Total part-time workers twelve months ago 407

We do not track this

Points Available: 0.00

#### **# of Temporary Workers**

Number of Total Temporary Workers

Current Total Temporary Workers

Please click "Learn More" to understand how to answer this question.

Current Total Temporary Workers 32

We do not track this

#### **# of Temporary Workers Last Year**

Number of Total Temporary Workers

Total temporary workers twelve months ago

Please click "Learn More" to understand how to answer this question.

Total temporary workers twelve months ago 60

UWe do not track this

Points Available: 0.00

# **Financial Security**

OPERATIONS 4.5

## **Lowest Paid Wage**

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

Please exclude students and interns in this calculation.

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

UWe do not track this

Points Available: 0.00

# % 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%
75-89%
90-99%
100%
N/A</pre>

# % 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.

<75%</li>
75-89%
90-99%
100%
N/A

Points Available: 2.52

# % Above the Minimum Wage

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

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.

0% - Lowest wage is equivalent to minimum wage
 1-9%
 10-29%
 30-49%
 50-75%
 75%+
 N/A - We do not employ hourly workers

Points Earned: 0.76 of 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?

Examples include commissioning a living wage calculation. Select N/A if living wage already exists.

Yes
No
N/A - Living wage already exists

# **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: 1.26 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?

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

Points Earned: 0.94 of 1.26

#### Significance of Bonuses

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

 $\bigcirc$  No bonus payout, or no bonus plan

○ 5% or less

○ 5-10%

○ 10-15%

○ 15-20%

○>20%

 $\odot$  Bonuses were paid to non-executive workers, despite the company not earning a profit

## % 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%
1-24%
25-49%
50-74%
75-99%
100%

⊖ N/A

Points Earned: 0.31 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 Available: 2.52

## **Retirement Programs**

Do employees have access to any of the following savings programs for retirement?

Government-sponsored pension or superannuation plans

Private Pension or Provident Funds

 $\hfill\square$  Plan that specifically includes Socially-Responsible Investing option

□ None of the above

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?

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.

✓ Direct deposit
$\Box$ 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 Earned: 0.16 of 0.63

	OPERATIONS
Health, Wellness, & Safety	5.7

## **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)

Government-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 government plan?

<75%
75-84%
85-94%
95%+</pre>

Points Earned: 0.74 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: 0.56 of 1.11

# 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

Z Part-time workers are eligible even if they work less than 20 hours a week

Use do not offer supplementary health benefits to part-time workers

N/A - We don't have part-time employees

Points Earned: 1.11 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

Z 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
- Z 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

 $\hfill \Box$  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

 $\Box$  All workers are made aware of all health risks associated with handling hazardous materials

U 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

## **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

Use 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 Available: 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.

- □ 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 Available: 1.11

# **Career Development**

OPERATIONS

2.5

# **Formal Employment**

What percentage of individuals working for the company are formally employed on the payroll of the company?

- $\bigcirc$  0%
- 1-24%
- 0 25-49%
- 50-74%
- 075-99%
- 100%

Points Earned: 0.44 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
- Ve 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)
- Ve 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)

U We provide reimbursements or programs for intensive continuing education credentials (e.g. college degrees, professional

licensures)

□ None of the above

Points Earned: 0.50 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?

Use average of both full-time and part-time employees.

 $\bigcirc$  No training

On-the-job training (one day to one week)

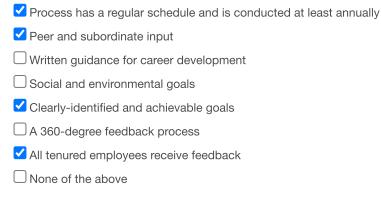
- On-the-job training (one week to one month)
- O Apprenticeship or technical training (over one month)

 $\bigcirc$  N/A - No new hires during the last 12 months

#### **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.



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%
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

- U 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
- Use 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

# **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: 0.08 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)

 $\bigcirc$  0%

01-24%

○ 25-49%

○ 50-74%

○75%+

◯ Don't know

# Life Skill 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?

Training on life skills for personal development (e.g. literacy, personal financial planning)

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

Points Earned: 0.08 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 Earned: 0.15 of 0.60

# **Engagement & Satisfaction**

**OPERATIONS** 

3.5

# **Employee Handbook Information**

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
- U 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

## Paid Secondary Caregiver Leave

What secondary parental leave policies are available to your workers, either through your company or a 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 up to 2 weeks (or full pay equivalent) paid leave
- Vorkers receive between 2 to 5 weeks (or full pay equivalent) paid leave
- Uvorkers receive greater than 5 weeks (or full pay equivalent) paid leave
- Policy does not distinguish between primary and secondary caregiving, or provides equivalent time and pay to both

□ No secondary caregiver leave is offered to employees

Points Earned: 0.27 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: 0.59 of 0.91

#### **Worker Empowerment**

How does your company engage and empower workers?

We have formalized feedback and complaint mechanisms beyond direct reporting lines to address concerns and improve company practices

We have processes in place to provide input from employees prior to operational and/or strategic policy or practice changes

Employee complaint / input mechanisms are reviewed at least every other year, with input from employees themselves into the process

- Company tracks usage of input/ feedback / complaint mechanisms and resolution / implementation rates
- Ve 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

# Worker / Management Conflict Mediation

Has your company identified one of the following designated agents to mediate complaints or issues between workers or workers and management?

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: 0.23 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.

Number of full-time and part-time workers that departed or left the company in the last twelve months

ensitive

We do not track this

# **Employee Satisfaction**

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

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

<65%</li>
65-80%
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

 $\Box$  50%+ of company's operations have been reviewed or certified

 $\Box$  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?

None
 1-24%
 25-49%
 50-74%
 75%+

Points Earned: 0.45 of 0.45

<b>Engagement &amp; Satisfaction</b>	(Salaried)	1.3

OPERATIONS

# Number of Paid Days Off

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

 $\bigcirc$  0-15 work days

- O 16-22 work days
- 23-29 work days
- ◯ 30-35 work days
- ◯ 36+ work days

Points Earned: 0.75 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?

If applicable, please select one answer indicating total time off (answers 1-3), and one answer indicating fully paid time off (answers 4-7).

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)

✓ 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

24+ 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

Points Earned: 0.30 of 1.00

# **Attrition Rate for Salaried Workers**

What percentage of full-time and part-time salaried workers left the company during the last twelve months?

Calculation should include voluntary and involuntary separation, but exclude workers dismissed with cause.

Sensitive

Points Earned: 0.33 of 1.00

#### Community

# **Community Impact Area Introduction**

OPERATIONS

0.0

This section identifies whether your company is designed to deliver a specific, material, positive impact for its community, and if so, opens the Community Impact Business Model section that is most applicable.

# **Community Oriented Impact Business Model**

Does your company's business model create a specific positive benefit for stakeholders such as charitable partners, vendors or suppliers in need, or your local community?

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

$\bigcirc$	Yes
0	No

Points Available: 0.00

# **Community Oriented Business Models**

Is your company structured to benefit community stakeholders in any of the following ways?

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

A producer-owned cooperative structure in which suppliers share control and benefits of company operations (e.g. farmer

cooperative, artisanal cooperative)

Purchasing fair or direct trade to improve livelihoods for underserved groups in your supply chain

A micro-distribution or micro-franchising model that provides economic opportunities to underserved groups

A formal standing commitment to donate a significant portion of sales, profits, or ownership to charitable causes (>2% sales, >20% profits/ownership)

A community-focused business model that supports and builds the economic vitality of local communities

□ None of the above

Points Available: 0.00

#### **Supporting Underserved Suppliers**

Does your company source from and/or provide support to populations in low-income, poor, or very poor markets through your supply chain purchasing practices (e.g. fair trade certified products, direct trade)?

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

O Yes

⊖ No

Points Available: 0.00

# **Diversity, Equity, & Inclusion**

OPERATIONS

3.3

# **Inclusive Hiring Practices**

How does your company create an inclusive recruiting and hiring process?

Use include a statement in all our job postings with a commitment to diversity, equity, and inclusion

U We don't ask about incarceration history during our application process

Use conduct anonymous or "blind" reviews of applications or resumes without attaching names or identifiable characteristics

Use actively recruit through organizations or services that serve individuals from underrepresented populations

Ve conduct analyses of our job description language and requirements to ensure they are inclusive and equitable

□ None of the above

Points Earned: 0.18 of 0.54

# **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

Approximately and the second s

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

U 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

# Management of Diversity, Equity, and Inclusion

How does your company manage and improve your workplace diversity and inclusivity?

U 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

U We analyze job categories, satisfaction, promotion, retention rates, or benefits by different demographic groups, and if necessary, have implemented corrective actions for inequitable results

U We specifically analyze diversity, equity, and inclusion data for individuals who are part of multiple underrepresented groups

□ None of the above

Points Earned: 0.27 of 0.54

# **Measurement of Diversity**

What attributes of a diverse workforce does your company track, either through anonymous surveys or 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: 0.41 of 0.54

## Low Income Workers

What percentage of your workforce lives in poor/very poor or low-income areas or does not have college degree?

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

#### **Women Workers**

How many of your non-managerial workers identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know

Points Earned: 0.54 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?

○ 0%
 ○ 1-9%
 ○ 10-19%
 ○ 20-29%
 ○ 30%+
 ○ Don't Know
 Points Earned: 0.27 of 0.54

### 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
11-15x
6-10x
1-5x

#### **Female Management**

How many of your company managers identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know
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%
1-9%
10-19%
20-29%
30%+
Don't know

Points Available: 0.54

#### **Female Executives**

How many of your company executives identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know
N/A

Points Earned: 0.54 of 0.54

#### **Executives from Underrepresented Populations**

How many of your company executives identify as from another underrepresented social group?

0%
1-9%
10-19%
20-29%
30%+
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

U We have a policy to give preferences to suppliers with ownership from underrepresented populations

U We have formal targets to make a specific percentage of purchases from suppliers with diverse ownership

Use 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 percentage of your purchases were from companies that are majority-owned by women or individuals from underrepresented populations?

- 0% ○ 1-9% ○ 10-24% ○ 25-39%
- 040-49%
- 50%+
- ODon't Know

Points Available: 0.54

# **Economic Impact**

OPERATIONS

#### **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. Nespresso South America ar

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: 241

Points Available: 0.00

#### Job Growth Rate

What was your company's net job growth rate for full-time and part-time positions over the last 12 months? ONLY include newly created jobs that are paid 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%

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

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

"Local" is defined as being part of the same community. While the size and distance of a community may vary by context, they should generally be based on a small-scale economically and culturally connected area like a metropolitan area or a city/town.

Uvritten preference at each facility to purchase from local suppliers

Germal targets or goals for the amount of local purchasing

Ready-to-use lists of preferred local suppliers and vendors for specific facilities

UWritten 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

No written local purchasing or hiring policies in place

Points Available: 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?

0%
1-9%
10-19%
20-29%
30%+

Points Available: 1.82

#### **Spending on Local Suppliers**

What percentage of your company's expenses (excluding labor) was spent with independent suppliers local to the company's headquarters or relevant facilities in the last fiscal year?

Please click "Learn More" to understand how to answer this question.

◯<20%

○ 20-39%

○ 40-59%

○ 60%+

◯ Don't know

#### **In 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%</li>
50-74%
75-94%
95%+

Points Earned: 0.45 of 1.82

# **Civic Engagement & Giving**

OPERATIONS

#### **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: 0.29 of 0.48

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

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

Ve have a formal statement on the intended social or environmental impact of our company's philanthropy

U We have a formal donations commitment (e.g. 1% for the planet)

We match individual workers' charitable donations

Ve allow our workers or customers to select charities to receive our company's donations

U We have screening practices for charitable contributions or impact measurement mechanisms for our community investments

□ None of the above

Points Earned: 0.24 of 0.48

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

#### How does your company measure the performance or impact of your community investments?

- Company has a staff member (or members) who have performance measurement and evaluation part of written job responsibility
- 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

Points Earned: 0.06 of 0.24

#### **Community Investments Performance Improvement**

How does your company monitor and improve the progress of its community investments?

Performance of community investment initiatives and strategy are reviewed and overseen by executive team or Board of Directors

at least annually

Company has set public goals related to community investment performance and set targets to achieve them

Company monitors performance of projects at least every year to determine if they are on target to meet objectives

Company reports progress publicly to solicit feedback on programs

Other

None of the above

Points Available: 0.24

## **Strategic Decision Making for Community Investments**

How does your company identify and choose community investment to support strategically?

Company has a written statement / strategy that focuses community investments on specific outcomes and intended impact of the 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 screens, etc.)

Other

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?

None
Less than 0.1% of revenues
0.1-0.4% of revenues
0.5-0.9% of revenues
1-1.9% of revenues
>2%

Points Earned: 0.12 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.

- $\bigcirc$  No donations last fiscal year
- Less than 0.1% of revenue
- 0.1-0.4% of revenue
- 0.5-0.9% of revenue
- 1-1.9% of revenue
- $\bigcirc$  2%+ of revenue
- O Don't know

Points Earned: 0.39 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

Sensitive

UWe do not track this

#### **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
- U We provide public resources for other businesses or stakeholders on improving social or environmental performance
- Other please describe
- □ None of the above

Points Earned: 0.12 of 0.24

	OPERATIONS
Supply Chain Management	6.7

#### **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.

- Product Manufacturers
- Professional Service Firms (Consulting, Legal, Accounting)
- Independent Contractors
- Marketing and advertising
- Office Supplies
- Benefits Providers
- Technology
- Raw materials
- Farms
- Other please describe

### Supply Chain Risk Assessment and Mapping

Has your company conducted a risk assessment that identifies aspects of your supply chain and purchasers at most risk for negative social and environmental impact based on any of the following risk factors?

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

Country of origin
Sub-regions within countries
Product / Service / Ingredient attributes
Size of purchases by the company
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: 0.10 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 in place that accurately traces the source and origination of all ingredients/ components through the chain?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.31 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?

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

O Yes ○ No

## **Outsourced Staffing Screening Topics**

Does your company review or set requirements regarding the labor practices of its outsourced staffing service providers 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
Compliance with international human rights and labor standards (for employees and contractors)
Payment at or above industry benchmarks
Payment of a living wage (for employees and contractors)
C Employee benefits provided
Professional development opportunities
Conter labor practices
□ None of the above

Points Earned: 0.17 of 0.21

#### % of Outsourced Services Accountable to Code of Conduct?

What % of your outsourced staffing services (on a currency basis) are accountable to the formalized code of conduct or requirements described in the previous question?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

#### **Screening / Monitoring for Services**

Which of the following methods are used to evaluate the social or environmental impact of your outsourced staffing services?

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

	Company shares policies or rules with subcontractors but does not have a verification process in place
	Company requires subcontractors complete self-designed assessment
	Company utilizes third party risk or impact assessment tools (BIA)
	Company conducts routine audits/reviews of subcontractors at least every two years
	Company has third parties conduct routine audits/reviews of subcontractors at least every two year
	Other
	□ None of the above
Pc	pints Earned: 0.02 of 0.21

## % of Outsourced Staffing Services Screened / Monitored

What % of your outsourced staffing services (on a currency basis) are evaluated based on the methods selected in the previous question?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

#### **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)
- C Ethics and anti-corruption policies
- Anagement systems to manage and incentivize positive social and environmental performance
- Other
- □ None of the above

#### % 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%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

#### 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?

Company shares policies or rules with suppliers but does not have a verification process in place

Company requires completion of self-designed assessment

Company utilizes third party risk or impact assessment tools (Sedex, BIA)

Company conducts routine audits/reviews of Tier 1 suppliers at least every two years

Company has third parties conduct routine audits/reviews of Tier 1 supplier at least every two years

Company has mechanisms to hear grievances or performance feedback from stakeholders of Tier 1 suppliers

Company can confirm quantifiable improvement in Tier 1 supplier social and environmental performance improvement in last year

□ None of the above

Points Earned: 0.02 of 0.21

#### % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 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 can confirm quantifiable improvement in Tier 2 supplier social and environmental performance improvement in last year

□ None of the above

Points Earned: 0.02 of 0.21

#### % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 0.83

#### **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:

 $\Box$  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: 0.21 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.72 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

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

□ None of the above

Points Earned: 0.10 of 0.21

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

For what % of your suppliers (on a currency basis) do the reporting practices selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 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 otherwise 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

#### % 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%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 0.83

#### **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 and 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

Points Earned: 0.16 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 Available: 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.

◯ Don't 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: 0.10 of 0.41

# Supply Chain Poverty Alleviation - Impact Business Model

IMPACT BUSINESS MODELS

7.2

This IBM section is applicable to companies that reduce poverty in their supply chain through trade terms, positive labor conditions, and support for underserved suppliers in low-income, poor, or very poor markets (e.g. fair trade, direct trade).

## **Purchasing From Underserved Suppliers**

Do you purchase directly from underserved suppliers in low-income, poor, or very poor markets?

Yes, I purchase directly from underserved suppliers

 $\odot$  No, I purchase from brokers or other companies that are verified to be purchasing from and supporting underserved suppliers

#### **Types Of Underserved Suppliers**

What types of suppliers from low-income, poor, or very poor markets are in your supply chain?

- Small-scale Factories in Underserved Markets
- Fair Wage/ Labor Certified Plantation/Estate Farms in Underserved Markets
- Worker or Producer-Owned Cooperatives
- Small-Holder Small Scale Farms/Suppliers in Underserved Markets (less than 50 employees)
- Micro-entrepreneurs/artisans in underserved markets

Points Available: 0.00

#### **Beneficial Trade Terms for Underserved Suppliers**

Are any of the following trade terms provided to the underserved suppliers in your supply chain?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

A premium is paid beyond market price for community support and development

Input materials come from a relationship where contracts are signed and executed for the next year

Input materials come from a relationship where the contract price was partially or fully paid in advance to significant suppliers

(including loans through a partner organization)

Pricing of product is determined collaboratively with suppliers

On-site visits are made to suppliers on at least an annual basis.

□ None of the above

Points Available: 0.00

#### % Purchases with Beneficial Trade Terms

What % of your cost of materials in the last fiscal year came from underserved suppliers that received the previous trade terms?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your cost of materials in the last fiscal year came from underserved suppliers that received the previous trade terms?

24

We do not track this

#### **Purchases from Suppliers with Beneficial Terms**

What is the total cost of materials sourced through the previous trade terms?

What is the total cost of materials sourced through the previous trade terms?

UWe do not track this

Points Available: 0.00

#### **Tracking Supplier Premiums**

Do you track the premium paid to suppliers?

O Yes○ No

Points Earned: 0.58 of 0.58

#### **Premium Paid to Suppliers**

If yes, what is the average premium paid to suppliers in the last fiscal year (either on product or wage)?

Please report the premium as a % of the price paid per product or per hour.

If yes, what is the average premium paid to suppliers in the last fiscal year (either on product or wage)?

UWe do not track this

Points Available: 0.00

#### **Methodology to Determine Premium Paid**

Describe in the text box the methodology your company uses to calculate producer price premium.

Describe in the text box the methodology your company uses to calculate producer price premium. We have a yearly coffee bud

Points Available: 0.00

#### **Innovative Supply Chain Poverty Alleviation**

Is there something different or innovative about the company's approach to sourcing from small-scale suppliers that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? Please explain.

Is there something different or innovative about the company's approach to sourcing from small-scale suppliers that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? Please explain. The creation of the AAA Proc

Points Available: 0.00

Sensitive

Sensitive

#### Support for Small-Scale Suppliers

Does the company provide or participate in support services for underserved suppliers?

This question factors into a calculated question that contributes to your overall score.

Capacity building to improve the efficiency of operations for the supplier

Capacity building to improve the social or environmental practices of the supplier

Support and training to improve quality and maintain quality assurance for the supplier

Use do not purchase directly from underserved suppliers, or we do not provide capacity building services

Points Available: 0.00

#### % of Purchases from Supported Small-Scale Suppliers

What % of your total cost of materials in the last fiscal year came from underserved suppliers that have received the above capacity building support?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your total cost of materials in the last fiscal year came from underserved suppliers that have received the above capacity

building support? 23

We do not track this

Points Available: 0.00

#### **Verification of Fair Wages and Working Conditions**

Are working conditions and wages of suppliers verified to meet credible standards to ensure dignity and equitable economic empowerment for employees? If so, what methodology is used to determine standards?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

Suppliers meet third party certification standards (such as Fair Trade Certification)

UWorkers receive wage equivalent to or greater than a third party fair or living wage calculation for the relevant

industry/product/market

Suppliers are not verified to meet third party labor standards

#### **Purchasing From Underserved Suppliers**

What % of your cost of materials in the last fiscal year came from underserved suppliers that are verified by either of the methodologies selected in the previous question?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your cost of materials in the last fiscal year came from underserved suppliers that are verified by either of the methodologies selected in the previous question? 2

UWe do not track this

Points Available: 0.00

#### Wage and Working Conditions Screening

How are wage and working conditions screened and monitored to ensure that continual compliance with the previous standards?

Suppliers are verified or certified by a third party to meet standards

 $\bigcirc$  Company visits and reviews supplier facilities and documents compliance with the standards above

 $\bigcirc$  None of the above

Points Earned: 0.58 of 0.58

#### Third Party Certification of Supply Chain

Are the company's trade practices or purchases certified by a third party?



Other - please describe

No

Points Available: 0.00

#### **Tracking Impact on Workers**

Does your company track the impact of your work with small-scale suppliers on the lives of suppliers' employees?

♥ Yes○ No

Points Earned: 0.58 of 0.58

## **Tracking Impact Explanation**

If your company tracks the impact of your work with small-scale suppliers on the lives of suppliers' employees, please explain how.

If your company tracks the impact of your work with small-scale suppliers on the lives of suppliers' employees, please explain how.

We have 415 agronomists or

Points Available: 0.00

## **Supply Chain Transparency**

Do customers and/or the public have access to information about the company's supply chain practices?

O Customers have access to information about suppliers being sourced from, including their location

 $igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igodoldsymbol{igo$ 

 $\bigcirc$  None of the above

Points Earned: 0.58 of 0.58

#### Environment

# **Environment Impact Area Introduction**

OPERATIONS

This section asks about your environmental footprint to determine which questions are applicable later on in the assessment. It also identifies whether your company's product/service is designed to deliver a specific, material, positive environmental impact, and if so, opens the Environmental Impact Business Model section that is most applicable.

#### **Environmental Business Model**

Are your company's products/services or processes structured to restore or preserve the environment in any of the following ways? (Please note: the environmental impact of your day-to-day operations will be assessed in the remaining sections of the Environment Impact Area. This question is specifically asking about your products/services or innovative production processes.)

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

Through an innovative 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

#### **Description of Positive Environmental Product / Service Impact**

How would you describe the positive outcome for the environment created by your product/service?

How would you describe the positive outcome for the environment created by your product/service? The Nespresso system (AAA

Points Available: 0.00

#### **Environmental Product or Service Impact**

Is the environmental impact you've described part of your products' or services' impact (excluding packaging), or is it a part of the way that your company operates?

Companies should earn revenue from the product or service that has an environmental impact. Please do not include pro bono efforts within this section.

• The impact is created by a revenue-generating product/service line (e.g. selling non-toxic cleaning products, sustainability consultancy)

O The impact is created by the company's daily operations (e.g. using non-toxic cleaning products in the company's headquarters) and not the core product/service

Points Available: 0.00

#### **Environmental Product Benefits**

In what way or ways does your product/service conserve the environment?

Please select ONE option per product line. You may select an additional option if your product line has two separate environmental attributes.

Provides or is powered by renewable energy or cleaner-burning energy than market alternatives (e.g. solar panel

manufacturers/installers, hybrid vehicles)

Conserves or diverts resources (including energy, water, materials, etc.)

Conserves or preserves the well-being of land and/or animals (e.g. land protection or reforestation services, sustainably harvested agricultural products)

Reduces or is made of less toxic/hazardous substances (e.g. brownfield remediation services, organic certified food, non-toxic cleaners)

Educates, measures, researches, or provides information to solve environmental problems (e.g. environmental consulting or auditing)

additing)

□ None of the above

Points Available: 0.00

#### Land/wildlife Conservation Overview

Tell us more about how your product or service conserves natural resources

Tell us more about how your product or service conserves natural resources Quality Coffees are highly de

### **Direct Impact on Land / Wildlife Conservation**

Is land/wildlife conservation, beyond what is required by law, a direct positive environmental impact of your product or service?

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

🔘 Yes

 $\odot$  No, it is an indirect result of one of the other answers selected in the question "Environmental Product Benefits"

Points Available: 0.00

# **Environmental Management**

OPERATIONS 5.5

## **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)

- Building 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: 0.10 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
- $\Box$  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
- $\hfill \square$  Programming designed, with allocated resources, to achieve these targets
- $\square$  Periodic compliance reviews and auditing to evaluate programs conducted
- □ Third-party auditing and certification of EMS
- $\hfill \Box$  We have no environmental management system

#### **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%
● 1-24%
○ 25-49%
○ 50-74%
○ 75%+
○ N/A

Points Earned: 0.13 of 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

ONONE of the above

Points Earned: 0.10 of 0.51

#### % of Products Designed for the Environment

For what % of your products do the DFE practices selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.90 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

#### % 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%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.90 of 1.03

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

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?

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

#### % of 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.90 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

None of the above (No EIA conducted)

Points Earned: 0.34 of 0.51

## 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: 0.34 of 0.51

#### % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.90 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 to 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

We have a program that facilitates maintenance, servicing and reassembly of our products

Use provide information about the program to facilitate maintenance and servicing on product labels / packaging

Use 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**

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?

• Yes, as assessed by the company measurements

 $\bigcirc$  Yes, as assessed and verified by a third party

○ No, not at this time

Points Earned: 0.51 of 1.03

# Air & Climate

OPERATIONS

#### Monitoring and Reporting Energy Use

#### How does your company monitor, record, or report its energy usage?

Include 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

- U 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

U We have met specific reduction targets during the reporting period

Points Earned: 0.09 of 0.70

#### **Total Energy Use**

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

Total energy used (Gigajoules) during the last 12 months: 19390

UWe do not track this

Points Available: 0.00

#### **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: 117.76

UWe do not track this

Points Available: 0.00

#### **Renewable Energy Usage**

What percentage of energy use is produced from renewable sources?

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

 $\bigcirc$  0%

01-24%

- 25-49%
- 50-74%
- 75-99%
- 100%
- ◯ Don't Know

Points Earned: 0.04 of 0.35

#### 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%
100%
Don't know

Points Earned: 0.28 of 1.40

#### **Environmentally Efficient Equipment**

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

○ 100% (all equipment)

N/A - No new equipment purchased

Points Available: 0.35

#### **Energy Use Reductions**

Have conservation and efficiency improvements led to energy savings for your facilities? If so, by how 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.

- $\bigcirc$  0%
- ○1-4%
- 5-9%
- 10-14%
- 15-20%
- ○>20%
- 🔘 Don't know

#### **Monitoring Greenhouse Gas Emissions**

How does your company manage its greenhouse gas emissions for at least Scope 1 and 2?

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

We do not currently monitor and record emissions

Ve 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%

reduction of GHGs from baseline year)

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

address climate change

 $\Box$  We have met the specific reduction targets set during this reporting period

We have achieved carbon neutrality

Points Earned: 0.17 of 0.70

#### **Total Scope 1 GHGs**

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 1:

Scope 1: 12012

UWe 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: 23365

UWe do not track this

Points Available: 0.00

#### **Total Scope 3 GHGs**

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 3:

Scope 3: 1553210

We do not track this

#### **Carbon Intensity**

What is your current Carbon Intensity for Scopes 1 and 2 (measured in metric tons of CO2/\$million of revenue), not including the use of carbon credits or offsets?

Please use USD to allow for standardized comparisons.

>100
81-100
61-80
41-60
21-40
1-20
0
Don't know

Points Earned: 0.70 of 0.70

#### **Carbon Intensity**

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.

>100
81-100
61-80
41-60
21-40
1-20
0
Don't know

Points Earned: 1.40 of 1.40

#### **Greenhouse Gas Emissions Reduced**

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

0%
 1-4%
 5-9%
 10-14%
 15-20%
 20%+
 Don't Know

Points Available: 1.40

#### **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

avoiding 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 Available: 0.70

#### **Supply Chain GHG Management**

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

Only select practices if you track and manage greenhouse emissions produced for at least 50% of your company suppliers (on a cost basis).

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: 0.35 of 0.70

#### **Offsetting Supplier GHG Emissions**

What % of your company's Scope 3 greenhouse gas emissions were offset by certified carbon credits?

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

Points Earned: 0.52 of 1.40

## **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?

Ve collaborate with or require suppliers to collect data and report on greenhouse gas emissions

Use screen suppliers to reduce greenhouse gas emissions (e.g. performance of suppliers, selection of materials, source locations)

U 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)

U We audit and provide help to suppliers to complete corrective actions

□ None of the above

Points Earned: 0.17 of 0.70

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

#### 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 Available: 1.40

## **Types of Carbon Credits Purchased**

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

OVoluntary Carbon Credits

Certified Carbon Credits

None

Points Earned: 0.35 of 0.35

# Water

OPERATIONS

## 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

U 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 of 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

Use report progress on our reduction targets publicly on an annual basis

Use have met specific reduction targets set during this reporting period

#### **Total Water Use**

Total water use (liters) during the last 12 months

Total water use (liters) during the last 12 months

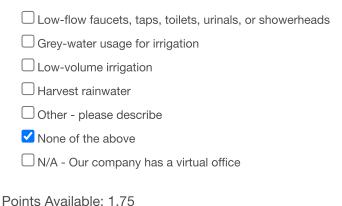
✓ We do not track this

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.



\_\_\_\_\_

#### **Supply Chain Water Management**

How does your company track and manage the water footprint of your supply chain?

Only select practices if you track and manage the water footprint for at least 50% of your company suppliers (on a cost basis).

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 usage

We have targets for reducing water footprint through our supply chain

Use have seen a reduction of our water footprint in our supply chain in the past twelve months

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

Points Earned: 0.44 of 1.75

#### **Supply Chain Water Improvement**

What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce the water footprint of your supply chain?

U We collaborate with or require suppliers to collect data and report on water footprint

We screen suppliers to fit good water management practices (e.g. individual supplier practices, materials and ingredients, locations in context of water scarcity)

U We provide support or resources for supply chain in adopting water management (e.g. online tools, applying questionnaires and

surveys, collaborating in industrywide surveys)

 $\Box$  We audit and provide help to suppliers to complete corrective actions

None of the above

Points Available: 1.75

	OPERATIONS
Land & Life	4.6

#### **Monitoring and Reporting Non-hazardous Waste**

How does your company monitor and manage your waste production?

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

We do not currently monitor and record waste production

Use regularly monitor and record waste production but have not set any reduction targets

U We regularly monitor and record waste production and have set specific reduction targets relative to previous performance (e.g. a

5% reduction of waste to landfill from baseline year)

Use regularly monitor and record waste produced and have set a zero waste target

 $\Box$  We have met the specific reduction targets set during this reporting period

We produce zero waste to landfill / ocean

Points Available: 0.65

#### **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?

O Yes ○ No

Points Earned: 0.65 of 0.65

#### 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 Waster
```

Points Available: 0.65

#### **Supply Chain Waste Management**

How does your company track and manage waste in your supply chain?

Only select practices if you track and manage waste for at least 50% of your company suppliers (on a cost basis).

We don't track the solid waste impacts of our supply chain

We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material areas of waste production

We have set targets for reducing solid waste in the supply chain

U We have seen a reduction of waste produced in our value chain in the past twelve months

We have achieved zero waste or a closed-loop supply chain

Points Earned: 0.16 of 0.65

#### **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?

Ve collaborate with or require suppliers to collect data and report on waste production

Use screen or require suppliers to meet standards related to solid waste production

U We have implemented initiatives to reduce waste at the source or divert waste from landfills or incineration in the supply chain

U We audit and provide help to suppliers to complete corrective actions

□ None of the above

Points Earned: 0.16 of 0.65

#### **Environment Impact Packaging**

How does your company minimize the environmental impact of the packaging of your products?

We have conducted a formal assessment of our packaging design and materials to identify opportunities to minimize environmental impact
We have source-reduced packaging within the last two years
Our packaging materials are certified to meet independent standards for environmental impact
Our packaging is recyclable and provides instructions on how to recycle it correctly
Our packaging is non-toxic
Our packaging materials are designed to have less overall environmental impact than common alternatives
None of the above
N/A - Our products do not have packaging materials

Points Earned: 0.26 of 0.65

#### % of Reusable/ Recyclable Materials

What % of material (by volume) is made of recyclable (and labeled as such) or biodegradable materials in the areas where they are sold (product + packaging)?

<20%</li>
20-49%
50-74%
75-99%
100%
Don't Know
N/A

Points Earned: 0.33 of 0.65

#### % 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
```

#### % 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%
○ 20-49%
○ 50-74%
○ 75-99%
○ 100%
$\bigcirc$ We have not conducted a study of end of life disposal in the last two year
○ N/A

Points Available: 1.30

#### **Programs to Reduce End of Life Waste**

Which of the following practices are in place to reduce waste to landfill after the usage of your product and/or its packaging?

Company has a product/packaging reclamation and recycling program designed and implemented by the company or a third party

irs

- Company has a product/packaging reclamation and reuse program designed and implemented by the company or a third party
- Company takes back similar products or packaging from other companies as part of its reclamation program
- Company includes information about their reclamation programs on product labels / packaging
- Company includes information about their reclamation programs in advertising campaigns
- Company has achieved circularity (no waste created) in its products and packaging
- Other
- □ None of the above

Points Earned: 0.39 of 0.65

#### % of Products with Programs to Reduce End of Life Waste

For what % of your products do the end-of-life waste programs selected in the previous question apply?

- 00%
- 01-20%
- 021-49%
- 50-74%
- 075-99%
- 100%
- O N/A

Points Earned: 0.57 of 0.65

#### **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: 0.65 of 0.65

## **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.

Uritten 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 Available: 0.65

#### **Supply Chain Chemical Management**

How does your company track and manage toxins or hazardous waste in your supply chain?

Only select practices if you track and manage toxins or hazardous waste for at least 50% of your company suppliers (on a cost basis).

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

and/or production of hazardous waste

U We have set targets for reducing toxins and hazardous waste in our supply chain

U We have verified that there are no harmful toxins or hazardous waste in our supply chain

Points Earned: 0.33 of 0.65

#### **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

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

Use 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 Earned: 0.49 of 0.65

#### **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 Available: 0.65

## **Supply Chain Biodiversity Management**

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

Only select practices if you track and manage the impact on biodiversity for at least 50% of your company suppliers (on a cost basis).

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

Points Earned: 0.65 of 0.65

#### **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?

Use collaborate with or require suppliers to collect data and report on biodiversity impact

We screen suppliers to fit good biodiversity practices

U 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)

 $\hfill \Box$  We audit and provide help to suppliers to complete corrective actions

None of the above

Points Available: 0.65

# Land/wildlife Conservation - Impact Business Model

IMPACT BUSINESS MODELS **5.6** 

This IBM section is applicable if your company's products/services preserve or restore natural environments and/or protect animals (e.g. reforestation, sustainably harvested agriculture, protected parks)

#### Land/wildlife Conservation Description

Which of the following product or service descriptions apply?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

O Product or service requires specific practices to ensure the humane treatment of animals used as inputs in the product's creation

(e.g. humane certified eggs)

• Product or service requires specific practices to ensure the sustainable harvesting or use of natural products and materials (e.g.

FSC certified paper; MSC seafood; shade-grown coffee)

O Product or service directly prevents environment/ecosystem degradation (e.g. protected parks; wildlife management services)

O Product or service improves natural environments previously damaged by degradation (e.g. reforestation; endangered species repopulation)

O These descriptions do not apply to our company's product/service (Skip the remainder of this section)

Points Available: 0.00

## **Revenue from Land/wildlife Conservation**

What were your total revenues last fiscal year from the previous products or services?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What were your total revenues last fiscal year from the previous products or services? 36%

UWe do not track this

#### **Tracking Environmental Metrics**

Which of the following environmental metrics does your company track regarding the environmental impact of your product or service?

You will be asked to report each environmental metric selected

- CO2 saved/offset by product/service (metric tons)
- Liters of water saved/offset by product/service
- Number of wildlife species protected/saved
- Metric tons of waste saved from landfill or incineration
- ✓ Number of hectares protected
- □ None of the above

Points Available: 0.00

#### **Hectares Protected**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Number of hectares protected

Number of hectares protected 320000

UWe do not track this

Points Available: 0.00

#### **Tons of Carbon Offset**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Metric tons of GHG/CO2 equivalent

Metric tons of GHG/CO2 equivalen	t 600000
----------------------------------	----------

UWe do not track this

Points Available: 0.00

#### Waste Diverted

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Metric tons of waste saved from landfill or incineration

Metric tons of waste saved from landfill or incineration

🗹 We do not track this

#### Management of Land/wildlife Conservation

How does your company measure and manage the results, outcomes, effects, or impact of your product or service?

Please select all that apply.

Ve have formally defined the outcomes sought by our product or service and have developed a theory of change for them

We have based our impactful product or service business model on established secondary research that demonstrates potential impact

We have directly and formally engaged stakeholders in understanding their desires and needs when developing, refining, and or delivering our products or services

We are verified to meet third-party standards for impact (e.g. we have impact-related product certifications)

We measure near-term outcomes of the product or service to determine whether it is meeting the needs and expectations of our beneficiaries

We measure long-term outcomes in order to assess whether the results of our product produce lasting positive impacts for our beneficiaries

We have identified and measure and manage the unintentional or potential negative impacts of the product or service in addition to intentional positive effects

We have identified and managed potential causes that could lead to a failure to deliver the positive outcome, to do so less efficiently than possible, or to produce other negative effects

□ None of the above

Points Earned: 1.07 of 1.07

#### Innovative Land/wildlife Conservation

Is there something different or innovative about the product/service that has changed the industry? Is this something that is replicable, unique at the time that it was created, and that has been emulated by other organizations?

Is there something different or innovative about the product/service that has changed the industry? Is this something that is replicable, unique at the time that it was created, and that has been emulated by other organizations? Yes, the AAA Program for su

Points Available: 0.00

#### Customers

## **Customers Impact Area Introduction**

OPERATIONS

0.0

This section identifies whether your company's product/service is designed to deliver a specific, material, positive impact for its customers (beyond the value normally provided from goods or services), and if so, opens the Customer Impact Business Model section that is most applicable.

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

Do any of your company's products/services address a social or economic problem for your customers and/or their beneficiaries?

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

$\bigcirc$	Yes
$\bigcirc$	No

Points Available: 0.00

# **Customer Stewardship**

OPERATIONS

4.5

#### 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
- Ve have formal quality control mechanisms
- We have feedback / customer service feedback or complaint mechanisms
- We monitor customer or consumer satisfaction
- $\Box$  We assess the outcomes produced for our customers through the use of our product or service
- Ve 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?

0%
1-9%
10-24%
25-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.45 of 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%

O N/A

Points Earned: 0.82 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

ONo

Points Earned: 0.45 of 0.45

## **Feedback and Complaint Channels**

Are any of the following true regarding mechanisms for customers to provide feedback, ask questions, or file complaints?

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
- In the last year, company has achieved specified targets for satisfaction
- □ None of the above

Points Earned: 0.36 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
- O 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: 0.34 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: 0.45 of 0.45

#### **Data Security Management**

Does the company have any of the following practices to ensure security of private data?

- Z 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

Points Earned: 0.45 of 0.45

#### **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

○ Yes

#### **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

○ 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

○ Yes

O No

Points Available: 0.00

#### **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

◯ 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

⊖ Yes

#### **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

0	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

○ Yes

🔘 No

Points Available: 0.00

#### **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
```

⊖ 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

#### **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)

$\bigcirc$	Yes
$\bigcirc$	No

Points Available: 0.00

## **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

○ 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

⊖ Yes

🔘 No

#### **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

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

◯ 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)

Yes

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

Yes
 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: See Nespresso Transparent

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."

◯ Yes

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

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

◯ Yes

🔘 No

#### **Operates in conflict zones**

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

Company operates in conflict zones

O 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

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

#### 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

⊖ 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

○ Yes

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

○ 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

○ Yes○ No

#### Activities against freedom of association/collective bargaining

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

Company has taken a public stance against unionization, has engaged in activities that may be perceived as taking a stance against union organizing, or prohibits workers from freely associating and bargaining collectively for the terms of one's employment

◯ Yes ◯ No

Points Available: 0.00

#### 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.

○ 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

◯ 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

⊖ Yes

🔘 No

#### **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

0	Yes
$\bigcirc$	No

Points Available: 0.00

#### **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

⊖ 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

○ 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

○ Yes

#### **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

◯ Yes

Points Available: 0.00

#### **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

○ Yes

🔘 No

Points Available: 0.00

#### **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: Does not apply

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

○ Yes ○ No

#### **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

○ Yes

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

○ Yes

🔘 No

Points Available: 0.00

#### 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

○ 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

◯ Yes ◯ No

#### 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

○ Yes ○ No

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

⊖ Yes

🔘 No

Points Available: 0.00

#### 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

⊖ Yes

🔘 No

#### **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

◯ 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)

○ Yes

Points Available: 0.00

## **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

⊖ 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

⊖ Yes

🔘 No

#### 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

```
○ 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

○ Yes

Points Available: 0.00

#### **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

◯ 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

⊖ Yes

🔘 No

#### **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 & I	Penalties" listed above, please pr	ovide a detailed explanation of the
company's experience related to each affirmative response:	Does not apply	

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

Yes
No
Don't Know

Points Available: 0.00

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

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

Operation in conflict zones

Yes
 No
 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

⊖ Yes	
🔘 No	
⊖ Don't	Know

## **Suppliers Negative Environmental Impact**

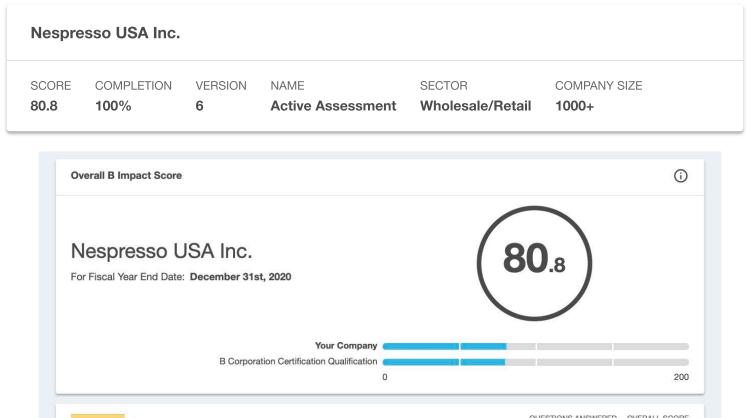
Please indicate if any of the following statements are true regarding your company's suppliers:

Practices or outcomes that produced substantial negative environmental impact

⊖ Yes

- No
- ◯ Don't Know





Governance	QUESTIONS ANSWERED 35/35	OVERALL SCORE 13.1
Workers	QUESTIONS ANSWERED 59/59	OVERALL SCORE 19.1
Community	QUESTIONS ANSWERED 83/83	OVERALL SCORE 20.9
Environment	QUESTIONS ANSWERED 79/79	OVERALL SCORE
Customers	QUESTIONS ANSWERED 11/11	overall score 4.5

# **Mission & Engagement**

#### **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.

 $\bigcirc$  Creating positive social or environmental impact is not a focus for our business

O 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.

O 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.

No social or environmental 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)

U We have no written mission statement

Points Earned: 0.03 of 0.17

#### **Mission Statement**

Please share the text of your formal mission statement here.

Please share the text of your formal mission statement here. Cultivating coffee as an art to

#### **Social and Environmental Decision-Making**

#### How does your company integrate social and environmental performance into 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
- U We measure our externalities in monetary terms and incorporate them into our financial balances
- Other please describe
- □ None of the above

Points Earned: 0.28 of 0.35

## 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
- Uworkers articulate goals and achievements related to social and environmental metrics as an individual or part of a workplace team

All supervisors and managers receive training on how to communicate social and environmental goals to employees and implement accountability for results

None of the above

Points Earned: 0.23 of 0.35

#### Managers with Responsibilities to Mission

What percentage of full-time managers have social or environmental mission-related responsibilities or expectations in their job descriptions?

○ 0% ● 1-49% ○ 50-99% ○ 100%

Points Earned: 0.09 of 0.35

#### **Mission-driven Executive Compensation**

Which of your executives have their compensation tied to achieving specific social and environmental metrics or objectives?

Please check all that apply.

None
 Our CEO or President
 Senior managers reporting to the CEO or President

Points Earned: 0.17 of 0.35

#### **Social or Environmental Performance Related Executive Job Descriptions**

What social or environmental issues appear in performance-related responsibilities or expectations outlined in the job descriptions of the CEO and the CEO's direct reports?

Human rights and labor performance (including supply chain)

Community engagement (including volunteering and charitable giving)

Serving consumers in need

C Environmental performance

- Other social or environmental innovation (please describe)
- □ None of the above

#### **Board Review of Social or Environmental Performance**

Does the Board of Directors or equivalent governing body review your company's social or environmental performance on at least an annual basis?

O No, our Board doesn't review that

 $\bigcirc$  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

 $\bigcirc$  N/A - Our company has no Board of Directors or equivalent governing body

Points Earned: 0.35 of 0.35

Points Earned: 0.35 of 0.35

#### **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: 0.35 of 0.35

#### **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
- Ve have identified and measure metrics based on the results of the materiality assessment we conducted for the company
- Ve have set performance targets for all identified material issues and measurements
- U We measure the material social and environmental outcomes produced by our performance on our KPIs over time
- □ None of the above

Points Earned: 0.33 of 0.35

#### **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? Company management coffe

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

 $\Box$  Company reviews or conducts a materiality assessment "update" every year

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

None of the above

#### 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: 0.17 of 0.35

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Ethics & Transparency	3.2

#### **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

 $\odot$  Board of Directors (with at least one member who is not an executive or owner of the company)

Points Available: 0.33

#### **Shareholder Engagement**

Which of the following apply to your shareholder engagement practices?

Our company permits proxy voting by means of paper ballot, electronic voting, proxy voting services, or other remote mechanism

 $\hfill\square$  We have mechanisms in place for shareholders to cast confidential votes

✓ Our company's ownership structure follows one-share, one-vote standard

Shareholders have formal rights to vote on changes in corporate articles, by-laws, governance structures, and change-in-control provisions

Shareholders have the right to nominate Board members

Shareholder communications include company's financial and ESG performance

□ None of the above

Points Earned: 0.33 of 0.33

# **Code of Ethics**

What is required by your company's Code of Ethics?

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

O None of the above

N/A - No Code of Ethics

Points Earned: 0.31 of 0.33

# **Code of Ethics Training**

Which of the following stakeholder groups are required to participate in regular training on your company's Code of Ethics?

Please check all that apply.

Executives and senior managers

Business partners, contractors, and suppliers

- Subsidiaries
- □ Joint ventures
- □ None of the above

Points Earned: 0.11 of 0.33

# **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.

- Ve 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: 0.33 of 0.33

## **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

Points Earned: 0.33 of 0.33

# **Anti-Corruption Practices**

Which of the following anti-corruption reporting and prevention systems are in place?

- Vritten 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: 0.33 of 0.33

### **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: 0.27 of 0.33

#### **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 of 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

Points Earned: 0.33 of 0.33

#### **Company Transparency**

#### 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
- 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: 0.33 of 0.33

### **Financial Transparency with Employees**

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

Exclude compensation data. Please check all that apply.

- U We have no formal documented process to share financial information with employees
- Our company discloses all financial information (except salary info) at least yearly
- C Our company discloses all financial information (except salary info) at least quarterly
- In addition to sharing financials, our company also has an intentional education program around shared financials
- In addition to sharing financials with employees, our company publicly reports its financial statements

Points Earned: 0.25 of 0.33

# **Impact Reporting**

Does the company produce a public-facing annual report detailing its social and environmental performance that includes any of the following?

We seek input from relevant stakeholder groups to help determine what information to report

We provide clear descriptions of our mission-related activities

We share quantifiable targets related to our company's mission

Ve share quantifiable results from our mission-related activities (e.g., lbs of carbon offset)

Ve use consistent variables of measurement which allow comparisons to previous years

Our report is in compliance with the Global Reporting Initiative (GRI) or equivalent disclosure level based on a third-party voluntary reporting standard

A third party has validated the information we share

Impact reporting is integrated with financial reporting

Use don't produce a public-facing mission-related annual report

Points Earned: 0.33 of 0.33

#### **Executive Compensation Disclosure**

Does your company have a written statement or policy to publicly disclose executive compensation?

○ Yes

🔘 No

## **Governing Body Transparency**

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

Please check all that apply.

Use 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

- Use publicly report remuneration of board members and chief executives
- None of the above

Points Available: 0.33

# **Governance Metrics**

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

**OPERATIONS** 

0.0

#### **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, 2020

Points Available: 0.00

### **Reporting Currency**

Select your reporting currency

O Swiss Franc - CHF

Points 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

From the fiscal year before last	Sensitive	

UWe do not track this

#### **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 com-	npany
has not yet completed its first fiscal year, please put \$0	

From the last fiscal year	Sensitive	
We do not track this		

Points Available: 0.00

# **Net Income Last Year**

Net Income

From the last fiscal year

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

From the last fiscal year	
We do not track this	

Points Available: 0.00

### **Net Income Year Before Last**

#### Net Income

From	the	fiscal	year	before	last	

From the fiscal year before last	Sensitive	
We do not track this		

Points Available: 0.00

# **Mission Locked - Impact Business Model**

IMPACT BUSINESS MODELS 7.5

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?

This question is related to the legal requirement for Certified B Corps. Click "Learn" for more information and resources about this requirement.

O Signed a contract or Board resolution committing to adopting a legal form that requires consideration of all stakeholders (e.g.

signed B Corp Agreement)

O 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 that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)

O As an independent or publicly-owned business, amended corporate governing documents or adopted a legal entity that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)

O None of the above

Points Earned: 7.50 of 10.00

#### Workers

# **Workers Impact Area Introduction**

OPERATIONS

0.0

This section identifies who should be considered a "worker" in the B Impact Assessment and reports your workerrelated metrics. It also identifies whether your company is designed to deliver a specific, material, positive impact for its workers, and if so, opens the Worker Impact Business Model section that is most applicable.

# 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

# **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.

Ves, 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

#### **Independent Contractor Instructions**

For the remainder of the Workers section, you should consider independent contractors that work for the company 20+ hours per week over a 6+ month period as "employees" or "workers"

• Ok, I will consider all independent contractors that meet these specifications in my responses to the remaining questions in the Workers section.

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

Please click "Learn More" to understand how to answer this question.

Current Total Full-Time Workers 1181

UWe do not track this

#### # of Full Time Workers Last Year

Number of Total Full-Time Workers

Total full-time workers twelve months ago

Please click "Learn More" to understand how to answer this question.

Total full-time workers twelve months ago 1213

UWe do not track this

Points Available: 0.00

#### **# of Part Time Workers**

Number of Total Part-Time Workers

Current Total Part-Time Workers

Please click "Learn More" to understand how to answer this question.

Current Total Part-Time Workers 209

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

Please click "Learn More" to understand how to answer this question.

Total part-time workers twelve months ago 133

We do not track this

Points Available: 0.00

#### **# of Temporary Workers**

Number of Total Temporary Workers

Current Total Temporary Workers

Please click "Learn More" to understand how to answer this question.

Current Total Temporary Workers 117

We do not track this

#### **# of Temporary Workers Last Year**

Number of Total Temporary Workers

Total temporary workers twelve months ago

Please click "Learn More" to understand how to answer this question.

Total temporary workers twelve months ago 53

UWe do not track this

Points Available: 0.00

# **Financial Security**

OPERATIONS 5.5

### **Lowest Paid Wage**

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

Please exclude students and interns in this calculation.

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

UWe do not track this

Points Available: 0.00

## % 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%</pre>75-89%90-99%100%N/A

Points Earned: 1.26 of 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.

<75%</li>
75-89%
90-99%
100%
N/A

Points Available: 2.52

### % Above the Minimum Wage

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

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.

0% - Lowest wage is equivalent to minimum wage
 1-9%
 10-29%
 30-49%
 50-75%
 75%+
 N/A - We do not employ hourly workers

Points Earned: 0.25 of 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: 1.26 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?

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

Points Earned: 0.94 of 1.26

#### Significance of Bonuses

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

No bonus payout, or no bonus plan
5% or less
5-10%
10-15%
15-20%
>20%
Bonuses were paid to non-executive workers, despite the company not earning a profit

Points Earned: 0.16 of 1.26

# % 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%
1-24%
25-49%
50-74%
75-99%
100%
N/A
```

Points Earned: 0.31 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

### % of Company Owned by Non-Management Employees

What percentage of your company is owned by non-executive, non-management level workers through an ownership vehicle paid for by the company that does not require employee contributions?

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

0%
 1-4%
 5-24%
 25-50%
 >50%
 N/A

Points Available: 1.26

# **Employee Retirement Plan**

What kind of Employee Retirement Plan is available for all tenured workers at your company?

Retirement plans may include Pensions, Profit sharing, 401(k), etc.

- Retirement plan is available with no company match
- Partial match of 4% or less
- Partial match greater than 4%
- Full match of 4% or less
- Full match greater than 4%
- Plan includes Socially-Responsible Investing option
- Retirement plan is not available for all tenured workers

Points Earned: 0.42 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?

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.

✓ Direct deposit
$\Box$ 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 Earned: 0.31 of 0.63

Health, Wellness, & Safety

**OPERATIONS** 

5.0

# Healthcare Plan

Your company's healthcare plan available to all full-time workers includes:

Select all that apply.

- Coinsurance of 80%+ covered by healthcare plan
- Company payment of 80%+ of individual premium
- Company payment of 80%+ of family coverage premium
- Out-of-pocket maximum for individual coverage of \$2000 or less (net of company HSA or equivalent contribution)
- Annual deductible for individual coverage of \$1000 or less (net of company HSA or equivalent contribution)
- Co-payment of \$20 or less per primary care visit paid for by worker
- Prescription drug coverage wherein workers pay \$10 or less for generic drugs, \$30 or less for brand name drugs, and \$50 or less for

non-formulary drugs

- Explicit coverage of transgender-inclusive healthcare
- □ None of the above

Points Earned: 0.64 of 1.60

### Healthcare Eligibility for Part Time Workers

When do part-time workers become eligible to participate in healthcare plans 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
- Z Part-time workers are not eligible to participate in company-sponsored insurance plans

N/A - We don't have part-time employees

Points Available: 0.80

#### **Workers Participating in Healthcare Plan**

On an FTE basis, what percentage of your employees is enrolled in the healthcare coverage previously identified?

Select N/A if workers only receive health care through a national plan.

○ <70% ○ 70-79%

80-89%

090-99%

~

○ 100%

 $O_{N/A}$ 

Points Earned: 0.40 of 0.80

#### **Supplementary Health Benefits**

What additional benefits are offered to all full-time tenured workers?

Dental insurance
 Short-term disability
 Long-term disability
 Structured account mechanism for qualified medical expenses (e.g. HSA, HRA, FSA)
 Domestic partner or civil union spousal benefits
 Life insurance
 No additional benefits
 Other - please describe

Points Earned: 0.80 of 1.60

### **Health and Wellness Initiatives**

What health and wellness initiatives or policies does your company offer beyond insurer-provided programs?

Check all that apply.

🗹 We sponsor and encourage workers to participate in health and wellness activities during the workweek (e.g. walking or steps
programs)
🗌 We offer incentives for workers to complete health risk assessments or participate in health and wellness activities (e.g., a fund for
exercise equipment, subsidized gym membership)
C Employees have access to behavioral health counseling services, web resources, or Employee Assistance Programs
Spouses, partners, or children of employees are provided access to behavioral health counseling services, web resources, or
Employee Assistance Programs
Ve have policies and programs in place to prevent ergonomic-related injuries in the workspace
$\Box$ Over 25% of workers have completed a health risk assessment in the last twelve months
Management receives reports on aggregate participation in worker wellness programs
Other - please describe
$\Box$ Company does not offer any formal health and wellness initiatives
Points Earned: 0.80 of 0.80

# Management Commitment to Health and Safety

What are your company practices regarding management's commitment to worker health and safety?

Select those that apply to all company worksites.

Use have a written safety and health policy to minimize on-the-job employee accidents and injuries

Safety and health is integrated into our overall management planning process, and workers are involved in safety planning, resource allocation, audits, etc.

- Safety and health concerns are communicated through regular safety and health trainings
- U We have specific safety and health program goals and objectives, with specific indicators to measure progress
- Senior management addresses safety issues through written communications or in company gatherings at least quarterly
- We have a formal safety reporting system for employees to submit their safety concerns
- Our safety procedures are easily accessible for all on-site personnel, including workers, non-managerial staff, and visitors

We participate in an external program demonstrating commitment and excellence in safety and health (e.g. Voluntary Protection Program)

- N/A No manufacturing or wholesale facilities
- □ None of the above

## **Health and Safety Audit Practices**

Your company's practices related to inspections and audits include:

Select those that apply to all company worksites.

- A written procedure for performing safety and health inspections
- Routine safety and health inspections at least quarterly
- Use of information discovered through analyses to improve safety processes (e.g. baseline hazards analysis, incident analysis,
- employee concerns, sampling results from inspections)
- Documentation of results of the routine inspections
- Inspection reports that clearly indicate what needs to be corrected, with documented accountability for closure
- N/A No manufacturing or wholesale facilities
- None of the above

Points Available: 0.80

#### **Tracking Hazards**

When eliminating and tracking hazards, your company:

Select those that apply to all company worksites.

Follows the preferred hierarchy to eliminate or control the hazard (first engineering, then administrative, then work practices, and finally Personal Protective Equipment)

- Regularly assesses use of Personal Protective Equipment (PPE)
- Conducts follow-up studies to ensure that hazard controls are adequate
- Z Documents and addresses hazard controls in appropriate procedures (e.g. safety and health rules, inspections, training, etc.)
- □ None of the above

Points Earned: 0.80 of 0.80

### **Controlling Worker Exposure to Hazardous Material**

How has your company assessed and managed worker exposure to hazardous materials?

 $\bigcirc$  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
- O Assessment indicates no exposure
- O We have not conducted an assessment

Points Earned: 0.27 of 0.40

## **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.

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: 0.53 of 0.80

# **Evaluating Health and Safety Practices**

What is included in your company's measurement and evaluation practices in relation to occupational safety and health?

Select those that apply to all company worksites.

- A standardized third-party safety management system (e.g. ISO 18001, BS 8800)
- A safety position, safety committee, or safety program representative who reports to a senior-level position (Vice President or higher)
- A documented standard procedure for investigating accidents and major incidents
- Investigation and documentation of the root causes of accidents and incidents
- Implementation of corrective actions after root causes of an accident or incident are determined
- Transparency of injury or illness trends and trend data to all workers
- An annual evaluation of the safety and health system that includes senior management in the evaluation
- An employee safety recognition program
- Regular Safety Perception Surveys to engage with workers

□ None of the above

Points Earned: 0.80 of 0.80

# **Career Development**

OPERATIONS

## **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)
- Ve provide cross-skills training for career advancements or transitions (e.g. management training for non-managers)
- Ve 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: 0.41 of 0.41

#### **Amount of Training for New Hires**

What was the average amount of training that a newly hired worker received in the past twelve months?

Use 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)

 $\bigcirc$  N/A - No new hires during the last 12 months

Points Earned: 0.27 of 0.41

# **Paid Professional Development Days**

How many paid days of professional development do the majority of full time workers receive in a single year?

O 0 days

 $\bigcirc$  1-4 days

○ 5-9 days

◯ 10+ days

No formal policy

### **Management Training**

What management training and coaching do new and existing managers regularly receive?

Check all that apply.

- Providing ongoing praise and corrective feedback
- Conflict negotiation and resolution
- Group dynamics and optimal team functioning
- Performance evaluation systems
- ✓ Other please describe
- □ None of the above

Points Earned: 0.41 of 0.41

#### **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 regular schedule and is conducted at least annually
- Peer and subordinate input
- Written guidance for career development
- Social and environmental goals
- Clearly-identified and achievable goals
- ✓ A 360-degree feedback process
- ✓ All tenured employees receive feedback
- □ None of the above

Points Earned: 0.82 of 0.82

#### **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% ○ 15%+

Points Earned: 0.27 of 0.41

## **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."

- U 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
- U 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

Points Earned: 0.31 of 0.41

### **End of Employment Support**

What are your formal company policies regarding employee termination and layoffs?

We have a policy to provide written notice of employee performance prior to termination

- We have a policy to provide performance improvement plans or stated corrective time periods prior to termination
- We have a policy to provide at minimum 2+ weeks of severance per year of employment
- We provide outplacement services for terminated employees
- We don't have written termination or severance policies

Points Earned: 0.06 of 0.21

# **Career Development (Salaried)**

OPERATIONS

#### **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: 0.09 of 0.19

## **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: 0.05 of 0.19

# Life Skill 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?

Training on life skills for personal development (e.g. literacy, personal financial planning)

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

Points Available: 0.19

### **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%+

## **Career Development Policies**

What are your company's policies and practices around career development and promotion?

- Employees who seek to take a short-term leave or sabbatical will have their jobs guaranteed upon return
- 🗹 Our company will make an effort to find a place for employees who seek to take a long-term leave or sabbatical upon their return
- C Employees are able to make lateral moves or change career direction or pace when possible
- □ None of the above

Points Earned: 0.19 of 0.19

# **Engagement & Satisfaction**

OPERATIONS 3.4

# **Employee Handbook Information**

What is included in your company's written and accessible employee handbook?

A non-discrimination statement
A nanti-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: 0.28 of 0.28

### Paid Secondary Caregiver Leave

What secondary parental leave policies are available to your workers, either through your company or a 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
- Vorkers receive up to 2 weeks (or full pay equivalent) paid leave
- Uvorkers receive between 2 to 5 weeks (or full pay equivalent) paid leave
- UWorkers receive greater than 5 weeks (or full pay equivalent) paid leave
- Policy does not distinguish between primary and secondary caregiving, or provides equivalent time and pay to both

□ No secondary caregiver leave is offered to employees

Points Earned: 0.22 of 0.56

### **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.

On-site childcare

Off-site subsidized childcare

Free or subsidized meals

Policy to support breastfeeding mothers

Other - please describe

O None of the above

Points Earned: 0.56 of 1.11

#### **Worker Empowerment**

How does your company engage and empower workers?

We have formalized feedback and complaint mechanisms beyond direct reporting lines to address concerns and improve company practices

We have processes in place to provide input from employees prior to operational and/or strategic policy or practice changes

Employee complaint / input mechanisms are reviewed at least every other year, with input from employees themselves into the process

Company tracks usage of input/ feedback / complaint mechanisms and resolution / implementation rates

 $\Box$  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

Points Earned: 0.42 of 0.56

#### 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
- U We benchmark employee attrition rate to relevant benchmarks
- Ve regularly (at least once a year) conduct employee satisfaction or engagement surveys
- Ve benchmark employee satisfaction to relevant industry benchmarks
- We disaggregate calculations based on different demographic groups to identify trends

✓ We outperform industry benchmarks on attrition

 $\hfill \Box$  We outperform industry benchmarks on satisfaction

□ None of the above

Points Earned: 0.56 of 0.56

#### **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.

Number of full-time and part-time workers that departed or left the company in the last twelve months Sensitiv

UWe do not track this

Points Available: 0.00

## **Employee Satisfaction**

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

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

<65%</li>
65-80%
81-90%
90%+
N/A

Points Earned: 0.83 of 1.11

#### **Labor Practices Review**

How have your company's labor practices been certified or reviewed by an independent third party in the last twelve months?



Points Available: 0.28

### 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?

```
    None
    1-24%
    25-49%
    50-74%
    75%+
```

Points Earned: 0.56 of 0.56

#### 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
 36+ work days

Points Earned: 0.56 of 0.75

#### **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?

If applicable, please select one answer indicating total time off (answers 1-3), and one answer indicating fully paid time off (answers 4-7).

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)

✓ 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

24+ 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

Points Earned: 0.38 of 0.75

# **Workplace Flexibility in Practice**

Which of the following flexible workplace practices have been used in the past 12 months?

Please check all that apply.

- Anagers or executives worked part-time or in a job-share
- Managers or executives are in a telecommuting position
- $\hfill\square$  We hired new people into permanent positions that are telecommuting
- Ve hired new people into permanent positions that are part-time or job-share

 $\Box$  We have transitioned staff into part-time, job-share, or telecommuting positions

 $\square$  Other - please describe

□ None of the above

Points Earned: 0.38 of 0.75

# **Attrition Rate for Salaried Workers**

What percentage of full-time and part-time salaried workers left the company during the last twelve months?

Calculation should include voluntary and involuntary separation, but exclude workers dismissed with cause.

Sensitive

Points Available: 0.75

#### Community

# **Community Impact Area Introduction**

OPERATIONS

This section identifies whether your company is designed to deliver a specific, material, positive impact for its community, and if so, opens the Community Impact Business Model section that is most applicable.

# **Community Oriented Impact Business Model**

Does your company's business model create a specific positive benefit for stakeholders such as charitable partners, vendors or suppliers in need, or your local community?

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

O Yes ○ No

Points Available: 0.00

### **Community Oriented Business Models**

#### Is your company structured to benefit community stakeholders in any of the following ways?

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

A producer-owned cooperative structure in which suppliers share control and benefits of company operations (e.g. farmer

cooperative, artisanal cooperative)

Purchasing fair or direct trade to improve livelihoods for underserved groups in your supply chain

A micro-distribution or micro-franchising model that provides economic opportunities to underserved groups

A formal standing commitment to donate a significant portion of sales, profits, or ownership to charitable causes (>2% sales, >20% profits/ownership)

A community-focused business model that supports and builds the economic vitality of local communities

□ None of the above

# **Supporting Underserved Suppliers**

Does your company source from and/or provide support to populations in low-income, poor, or very poor markets through your supply chain purchasing practices (e.g. fair trade certified products, direct trade)?

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

O Yes

ONo

Points Available: 0.00

# **Diversity, Equity, & Inclusion**

OPERATIONS

### **Inclusive Hiring Practices**

How does your company create an inclusive recruiting and hiring process?

We include a statement in all our job postings with a commitment to diversity, equity, and inclusion

 $\Box$  We don't ask about incarceration history during our application process

U We conduct anonymous or "blind" reviews of applications or resumes without attaching names or identifiable characteristics

Use actively recruit through organizations or services that serve individuals from underrepresented populations

- U We conduct analyses of our job description language and requirements to ensure they are inclusive and equitable
- □ None of the above

Points Earned: 0.11 of 0.54

# **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

Adjority owned by other underrepresented individuals (veterans, LGBT, etc.)

None of the above

#### **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: 0.54 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

Points Earned: 0.27 of 0.54

### **Measurement of Diversity**

What attributes of a diverse workforce does your company track, either through anonymous surveys or 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: 0.41 of 0.54

#### Low Income Workers

What percentage of your workforce lives in poor/very poor or low-income areas or does not have college degree?

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

Points Available: 0.54

### **Women Workers**

How many of your non-managerial workers identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know

Points Earned: 0.54 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?

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

Points Earned: 0.27 of 0.54

# **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
 11-15x
 6-10x
 1-5x

Points Available: 0.54

# **Female Management**

How many of your company managers identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know
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.

- $\bigcirc$  0%
- ○1-9%
- 10-19%
- 20-29%
- 30%+
- 🔘 Don't know

### **Female Executives**

How many of your company executives identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know
N/A

Points Earned: 0.54 of 0.54

#### **Executives from Underrepresented Populations**

How many of your company executives identify as from another underrepresented social group?

0%
1-9%
10-19%
20-29%
30%+
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?

Use track diversity of ownership among our suppliers

U We have a policy to give preferences to suppliers with ownership from underrepresented populations

U We have formal targets to make a specific percentage of purchases from suppliers with diverse ownership

U 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

# **Supplier Ownership Diversity**

What percentage of your purchases were from companies that are majority-owned by women or individuals from underrepresented populations?

○0%	
○1-9%	
◯ 10-24%	
○ 25-39%	
○ 40-49%	
○ 50%+	
ODon't Know	

Points Available: 0.54

	OPERATIONS
Economic Impact	1.8

#### **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. Nespresso in Canada has 5

Points Available: 0.00

### **Job Growth Rate**

What was your company's net job growth rate for full-time and part-time positions over the last 12 months? ONLY include newly created jobs that are paid 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% (no growth on a net basis)
1-5%

06-15%

○>15%

Points Earned: 0.79 of 2.36

#### 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: 44	
UWe do not track this	

Points Available: 0.00

# **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?

0%
1-9%
10-19%
20-29%
30%+

Points Available: 1.18

# **Local Purchasing and Hiring Policies**

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

"Local" is defined as being part of the same community. While the size and distance of a community may vary by context, they should generally be based on a small-scale economically and culturally connected area like a metropolitan area or a city/town.

Uvritten preference at each facility to purchase from local suppliers

Germal 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

Incentives for staff to live within 20 miles of local company facility

Other (please describe)

No written local purchasing or hiring policies in place

# **Spending on Local Suppliers**

What percentage of your company's expenses (excluding labor) was spent with independent suppliers local to the company's headquarters or relevant facilities in the last fiscal year?

Please click "Learn More" to understand how to answer this question.

<20%		
○ 20-39%		
○ 40-59%		
○ 60%+		
◯ Don't know		

Points Available: 1.18

#### **Facilities in Low-Income Communities**

What percentage of your workforce is low-income or does not have a college degree AND is also employed in company facilities located in low-income communities?

<10%</li>
 10-19%
 20-29%
 30%+
 Don't Know

Points Available: 1.18

#### **Impactful Banking Services**

What characteristics apply to the financial institution that provides the majority of your company's banking services?

Certified CDFI or national equivalent social investment organization

Certified B Corporation

Member of the Global Alliance for Banking on Values

Cooperative bank or credit union

Local bank committed to serving the community

Independently owned bank

None of the above

# **Local Employee Statistics**

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Executives

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.29 of 0.39

# % of Managers Hired Locally

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Managers

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.39 of 0.39

## % of Non-Managers Hired Locally

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Non-managerial full-time workers

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.39 of 0.39

## **Procurement Staff Practices**

Does your company provide your procurement staff or departments with any of the following?

U Written requirement to consider suppliers within the same geographic area, among other social or environmental factors beyond

pure competitive bid

Uritten requirement to post RFPs with local suppliers

Training or resources for how to source from local or independent suppliers

□ Incentives to source from local suppliers

✓ None of the above

Points Available: 1.18

# **Civic Engagement & Giving**

OPERATIONS **2.3** 

## **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: 0.44 of 0.48

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

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

Ve 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

Use have screening practices for charitable contributions or impact measurement mechanisms for our community investments

None of the above

Points Earned: 0.24 of 0.48

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

How does your company measure the performance or impact of your community investments?

Company has a staff member (or members) who have performance measurement and evaluation part of written job responsibility

- 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

Points Earned: 0.24 of 0.24

### **Community Investments Performance Improvement**

How does your company monitor and improve the progress of its community investments?

Performance of community investment initiatives and strategy are reviewed and overseen by executive team or Board of Directors at least annually

Company has set public goals related to community investment performance and set targets to achieve them

Company monitors performance of projects at least every year to determine if they are on target to meet objectives

Company reports progress publicly to solicit feedback on programs

Other

None of the above

Points Earned: 0.24 of 0.24

## **Strategic Decision Making for Community Investments**

How does your company identify and choose community investment to support strategically?

Company has a written statement / strategy that focuses community investments on specific outcomes and intended impact of the 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 screens, etc.)

Other

□ None of the above

Points Earned: 0.29 of 0.48

## **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?

None
Less than 0.1% of revenues
0.1-0.4% of revenues
0.5-0.9% of revenues
1-1.9% of revenues
>2%

Points Earned: 0.12 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.

No donations last fiscal year
 Less than 0.1% of revenue

○ 0.1-0.4% of revenue

O 0.5-0.9% of revenue

- 1-1.9% of revenue
- $\bigcirc$  2%+ of revenue
- ◯ Don't know

Points Earned: 0.39 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

UWe do not track this

Points Available: 0.00

## **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

See, company has directly introduced, testified, made recommendations or provided expertise to advance standards

Ses, and efforts resulted in a specific institutional, industry or regulatory reform

Other - please describe

□ None of the above

Points Earned: 0.36 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
- U We participate in panel presentations or other public forums on social or environmental topics
- U We provide public resources for other businesses or stakeholders on improving social or environmental performance
- Other please describe
- None of the above

Points Available: 0.24

	OPERATIONS
Supply Chain Management	6.2

### **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.

- Product Manufacturers
- Professional Service Firms (Consulting, Legal, Accounting)
- Independent Contractors
- Marketing and advertising
- Office Supplies
- Benefits Providers
- Technology
- Raw materials
- Farms
- Other please describe

## Supply Chain Risk Assessment and Mapping

Has your company conducted a risk assessment that identifies aspects of your supply chain and purchasers at most risk for negative social and environmental impact based on any of the following risk factors?

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

Country of origin
Sub-regions within countries
Product / Service / Ingredient attributes
Size of purchases by the company
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: 0.10 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 in place that accurately traces the source and origination of all ingredients/ components through the chain?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.31 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?

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

● Yes○ No

## **Outsourced Staffing Screening Topics**

Does your company review or set requirements regarding the labor practices of its outsourced staffing service providers 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
Compliance with international human rights and labor standards (for employees and contractors)
Payment at or above industry benchmarks
Payment of a living wage (for employees and contractors)
C Employee benefits provided
Professional development opportunities
Conter labor practices
□ None of the above

Points Earned: 0.17 of 0.21

## % of Outsourced Services Accountable to Code of Conduct?

What % of your outsourced staffing services (on a currency basis) are accountable to the formalized code of conduct or requirements described in the previous question?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

## **Screening / Monitoring for Services**

Which of the following methods are used to evaluate the social or environmental impact of your outsourced staffing services?

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

Company shares policies or rules with subcontractors but does not have a verification process in place
Company requires subcontractors complete self-designed assessment
$\Box$ Company utilizes third party risk or impact assessment tools (BIA)
Company conducts routine audits/reviews of subcontractors at least every two years
$\Box$ Company has third parties conduct routine audits/reviews of subcontractors at least every two year
Other
□ None of the above

Points Earned: 0.02 of 0.21

### % of Outsourced Staffing Services Screened / Monitored

What % of your outsourced staffing services (on a currency basis) are evaluated based on the methods selected in the previous question?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

## **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)
- C Ethics and anti-corruption policies
- Anagement systems to manage and incentivize positive social and environmental performance

Other

□ None of the above

## % 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%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

### 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?

Company shares policies or rules with suppliers but does not have a verification process in place

Company requires completion of self-designed assessment

Company utilizes third party risk or impact assessment tools (Sedex, BIA)

Company conducts routine audits/reviews of Tier 1 suppliers at least every two years

Company has third parties conduct routine audits/reviews of Tier 1 supplier at least every two years

Company has mechanisms to hear grievances or performance feedback from stakeholders of Tier 1 suppliers

Company can confirm quantifiable improvement in Tier 1 supplier social and environmental performance improvement in last year

□ None of the above

Points Earned: 0.02 of 0.21

#### % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 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 can confirm quantifiable improvement in Tier 2 supplier social and environmental performance improvement in last year

□ None of the above

Points Earned: 0.02 of 0.21

## % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 0.83

## **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:

 $\Box$  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: 0.21 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.72 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

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

□ None of the above

Points Earned: 0.10 of 0.21

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

For what % of your suppliers (on a currency basis) do the reporting practices selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 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 otherwise 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

### % 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%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 0.83

## **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 and 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

Points Available: 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 Available: 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 36 months.

O Average tenure of supplier relationships is greater than 36 months.

O Average tenure of supplier relationships is greater than 72 months.

 $\bigcirc$  Average tenure of supplier relationships is greater than 120 months.

Our company has had a relationship with a majority of our suppliers (on a currency basis) since our first year of operations.

◯ Don't Know

#### Points Earned: 0.14 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: 0.10 of 0.41

# Supply Chain Poverty Alleviation - Impact Business Model

IMPACT BUSINESS MODELS

7.2

This IBM section is applicable to companies that reduce poverty in their supply chain through trade terms, positive labor conditions, and support for underserved suppliers in low-income, poor, or very poor markets (e.g. fair trade, direct trade).

## **Purchasing From Underserved Suppliers**

Do you purchase directly from underserved suppliers in low-income, poor, or very poor markets?

Yes, I purchase directly from underserved suppliers

 $\odot$  No, I purchase from brokers or other companies that are verified to be purchasing from and supporting underserved suppliers

## **Types Of Underserved Suppliers**

What types of suppliers from low-income, poor, or very poor markets are in your supply chain?

- Small-scale Factories in Underserved Markets
- Fair Wage/ Labor Certified Plantation/Estate Farms in Underserved Markets
- Worker or Producer-Owned Cooperatives
- ✓ Small-Holder Small Scale Farms/Suppliers in Underserved Markets (less than 50 employees)
- Micro-entrepreneurs/artisans in underserved markets

Points Available: 0.00

## **Beneficial Trade Terms for Underserved Suppliers**

Are any of the following trade terms provided to the underserved suppliers in your supply chain?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

A premium is paid beyond market price for community support and development

Input materials come from a relationship where contracts are signed and executed for the next year

Input materials come from a relationship where the contract price was partially or fully paid in advance to significant suppliers

(including loans through a partner organization)

Pricing of product is determined collaboratively with suppliers

Con-site visits are made to suppliers on at least an annual basis.

□ None of the above

Points Available: 0.00

#### % Purchases with Beneficial Trade Terms

What % of your cost of materials in the last fiscal year came from underserved suppliers that received the previous trade terms?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your cost of materials in the last fiscal year came from underserved suppliers that received the previous trade terms?

24

We do not track this

#### **Purchases from Suppliers with Beneficial Terms**

What is the total cost of materials sourced through the previous trade terms?

What is the total cost of materials sourced through the previous trade terms? Se

Points Available: 0.00

## **Tracking Supplier Premiums**

Do you track the premium paid to suppliers?

O Yes○ No

Points Earned: 0.58 of 0.58

#### **Premium Paid to Suppliers**

If yes, what is the average premium paid to suppliers in the last fiscal year (either on product or wage)?

Please report the premium as a % of the price paid per product or per hour.

If yes, what is the average premium paid to suppliers in the last fiscal year (either on product or wage)? Sens

UWe do not track this

Points Available: 0.00

## **Methodology to Determine Premium Paid**

Describe in the text box the methodology your company uses to calculate producer price premium.

Describe in the text box the methodology your company uses to calculate producer price premium. We have a yearly coffee bud

Points Available: 0.00

## **Innovative Supply Chain Poverty Alleviation**

Is there something different or innovative about the company's approach to sourcing from small-scale suppliers that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? Please explain.

Is there something different or innovative about the company's approach to sourcing from small-scale suppliers that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? Please explain. The creation of the AAA Proc

## Support for Small-Scale Suppliers

Does the company provide or participate in support services for underserved suppliers?

This question factors into a calculated question that contributes to your overall score.

Capacity building to improve the efficiency of operations for the supplier

Capacity building to improve the social or environmental practices of the supplier

Support and training to improve quality and maintain quality assurance for the supplier

Use do not purchase directly from underserved suppliers, or we do not provide capacity building services

Points Available: 0.00

## % of Purchases from Supported Small-Scale Suppliers

What % of your total cost of materials in the last fiscal year came from underserved suppliers that have received the above capacity building support?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your total cost of materials in the last fiscal year came from underserved suppliers that have received the above capacity

building support? 23

UWe do not track this

Points Available: 0.00

## **Verification of Fair Wages and Working Conditions**

Are working conditions and wages of suppliers verified to meet credible standards to ensure dignity and equitable economic empowerment for employees? If so, what methodology is used to determine standards?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

Suppliers meet third party certification standards (such as Fair Trade Certification)

UWorkers receive wage equivalent to or greater than a third party fair or living wage calculation for the relevant

industry/product/market

Suppliers are not verified to meet third party labor standards

## **Purchasing From Underserved Suppliers**

What % of your cost of materials in the last fiscal year came from underserved suppliers that are verified by either of the methodologies selected in the previous question?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your cost of materials in the last fiscal year came from underserved suppliers that are verified by either of the methodologies selected in the previous question? 2

We do not track this

Points Available: 0.00

## Wage and Working Conditions Screening

How are wage and working conditions screened and monitored to ensure that continual compliance with the previous standards?

Suppliers are verified or certified by a third party to meet standards

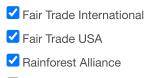
 $\bigcirc$  Company visits and reviews supplier facilities and documents compliance with the standards above

 $\bigcirc$  None of the above

Points Earned: 0.58 of 0.58

## Third Party Certification of Supply Chain

Are the company's trade practices or purchases certified by a third party?



Other - please describe

No

Points Available: 0.00

#### **Tracking Impact on Workers**

Does your company track the impact of your work with small-scale suppliers on the lives of suppliers' employees?

● Yes ○ No

Points Earned: 0.58 of 0.58

## **Tracking Impact Explanation**

If your company tracks the impact of your work with small-scale suppliers on the lives of suppliers' employees, please explain how.

If your company tracks the impact of your work with small-scale suppliers on the lives of suppliers' employees, please explain how.

We have 415 agronomists or

Points Available: 0.00

## **Supply Chain Transparency**

Do customers and/or the public have access to information about the company's supply chain practices?

 $\bigcirc$  Customers have access to information about suppliers being sourced from, including their location

 $\bigcirc$  None of the above

Points Earned: 0.58 of 0.58

#### Environment

# **Environment Impact Area Introduction**

OPERATIONS

This section asks about your environmental footprint to determine which questions are applicable later on in the assessment. It also identifies whether your company's product/service is designed to deliver a specific, material, positive environmental impact, and if so, opens the Environmental Impact Business Model section that is most applicable.

## **Environmental Business Model**

Are your company's products/services or processes structured to restore or preserve the environment in any of the following ways? (Please note: the environmental impact of your day-to-day operations will be assessed in the remaining sections of the Environment Impact Area. This question is specifically asking about your products/services or innovative production processes.)

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

Through an innovative 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

#### **Description of Positive Environmental Product / Service Impact**

How would you describe the positive outcome for the environment created by your product/service?

How would you describe the positive outcome for the environment created by your product/service? The Nespresso system (AAA

Points Available: 0.00

#### **Environmental Product or Service Impact**

Is the environmental impact you've described part of your products' or services' impact (excluding packaging), or is it a part of the way that your company operates?

Companies should earn revenue from the product or service that has an environmental impact. Please do not include pro bono efforts within this section.

• The impact is created by a revenue-generating product/service line (e.g. selling non-toxic cleaning products, sustainability consultancy)

O The impact is created by the company's daily operations (e.g. using non-toxic cleaning products in the company's headquarters) and not the core product/service

Points Available: 0.00

### **Environmental Product Benefits**

In what way or ways does your product/service conserve the environment?

Please select ONE option per product line. You may select an additional option if your product line has two separate environmental attributes.

Provides or is powered by renewable energy or cleaner-burning energy than market alternatives (e.g. solar panel

manufacturers/installers, hybrid vehicles)

Conserves or diverts resources (including energy, water, materials, etc.)

Conserves or preserves the well-being of land and/or animals (e.g. land protection or reforestation services, sustainably harvested agricultural products)

Reduces or is made of less toxic/hazardous substances (e.g. brownfield remediation services, organic certified food, non-toxic cleaners)

Educates, measures, researches, or provides information to solve environmental problems (e.g. environmental consulting or auditing)

additing)

□ None of the above

Points Available: 0.00

#### Land/wildlife Conservation Overview

Tell us more about how your product or service conserves natural resources

Tell us more about how your product or service conserves natural resources Quality Coffees are highly de

## **Direct Impact on Land / Wildlife Conservation**

Is land/wildlife conservation, beyond what is required by law, a direct positive environmental impact of your product or service?

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

O Yes

O No, it is an indirect result of one of the other answers selected in the question "Environmental Product Benefits"

Points Available: 0.00

# **Environmental Management**

OPERATIONS 5.2

## **Green Building Standards**

What percentage of company facilities (by area, both owned by company or leased) is certified to meet the requirements of an accredited green building program?

<20%</li>
 20-49%
 50-79%
 80%+
 N/A

Points Available: 0.49

## **Facility Improvement with Landlord**

If you lease your facilities, have you worked with your landlord to implement or maintain any of the following?

Energy efficiency improvements

- □ Water efficiency improvements
- Usate reduction programs (including recycling)

□ None of the above

✓ N/A - Company does not lease majority of facilities

### **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: 0.16 of 0.98

#### **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%
1-24%
25-49%
50-74%
75%+
N/A

Points Earned: 0.12 of 0.49

#### **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

Points Earned: 0.10 of 0.49

### % of Products Designed for the Environment

For what % of your products do the DFE practices selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

## **Type of Footprint Assessments**

Has the company's footprint assessments included any of the following?

Assessment conducted for supply chain only

 $\hfill\square$  Assessment conducted for only a portion of value chain

Germal 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

Points Earned: 0.18 of 0.24

## % 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%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

## Assessment Conducted of Environmental Footprint of Value Chain

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?

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 0.49

### % of 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

## 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)

Points Earned: 0.33 of 0.49

## **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: 0.33 of 0.49
```

### % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

## Addressing Longevity of Product Lifespan

Which of the following practices does your company have in place to manage product longevity in order to reduce overall consumption and waste to landfill?

U We have measured the overall product lifespan of our portfolio and altered product designs to increase it within the last two years

U We have a program that facilitates maintenance, servicing and reassembly of our products

U We provide information about the program to facilitate maintenance and servicing on product labels / packaging

U 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

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

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?

• Yes, as assessed by the company measurements

 $\bigcirc$  Yes, as assessed and verified by a third party

O No, not at this time

Points Earned: 0.49 of 0.98

# Air & Climate

OPERATIONS 5.2

## Monitoring and Reporting Energy Use

How does your company monitor, record, or report its energy usage?

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

We do not currently monitor and record usage

Ve monitor and record usage but have set no reduction targets

U We monitor usage and have set intensity targets (e.g. relative to dollars of revenue, volume produced, etc.) that are being monitored

U 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

UWe have met specific reduction targets during the reporting period

Points Earned: 0.08 of 0.64

#### **Total Energy Use**

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

Total energy used (Gigajoules) during the last 12 months: 6834

We do not track this

Points Available: 0.00

#### **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: 10049.454

UWe 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: 0.20 of 0.32

### 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%
100%
Don't know

Points Earned: 0.51 of 1.28

## **Energy Use Reductions**

Have conservation and efficiency improvements led to energy savings for your facilities? If so, by how 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.

○ 0%
○ 1-4%
○ 5-9%
○ 10-14%
○ 15-20%
○ >20%

🔘 Don't know

## **Monitoring and Reporting Greenhouse Gas Emissions**

How does your company manage its greenhouse gas emissions for at least Scope 1 and 2?

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% reduction of GHGs from baseline year)
We regularly monitor and record emissions and have set specific science-based targets necessary to achieve global goals to address climate change
We report progress on our reduction targets publicly on an annual basis
We have met the specific reduction targets set during this reporting period
We have achieved carbon neutrality

Points Earned: 0.06 of 0.64

## **Total Scope 1 GHGs**

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 1:

Scope 1:	12012	

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: 23365	
Uwe do not track this	

Points Available: 0.00

## **Total Scope 3 GHGs**

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 3:

Scope 3: 1553210

UWe do not track this

## **Carbon Intensity**

What is your current Carbon Intensity for Scopes 1 and 2 (measured in metric tons of CO2/\$million of revenue), not including the use of carbon credits or offsets?

Please use USD to allow for standardized comparisons.

>100
81-100
61-80
41-60
21-40
1-20
0
Don't know

Points Earned: 0.64 of 0.64

## **Carbon Intensity**

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.

>100
81-100
61-80
41-60
21-40
1-20
0
Don't know

Points Earned: 1.28 of 1.28

#### **Greenhouse Gas Emissions Reduced**

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

0%
1-4%
5-9%
10-14%
15-20%
20%+
Don't Know

Points Available: 1.28

### **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

avoiding 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: 0.43 of 0.64

## **Ton Miles Reduction**

Have you reduced the ton miles (relative to revenues) of your distribution and supply chain, and if so, by how much?

Calculate by comparing ton-miles from the year prior or annualized from a baseline year.

 $\bigcirc$  0%

- 1-9%
- 10%-20%
- ○21-50%
- >50%
- Not tracked / Unknown

## **Supply Chain GHG Management**

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

Only select practices if you track and manage greenhouse emissions produced for at least 50% of your company suppliers (on a cost basis).

U We don't track or evaluate greenhouse emissions from our supply chain

Ve 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

Use set targets for reducing greenhouse gas emissions through our supply chain

U 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: 0.32 of 0.64

## **Offsetting Supplier GHG Emissions**

What % of your company's Scope 3 greenhouse gas emissions were offset by certified carbon credits?

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

Points Earned: 0.48 of 1.28

#### **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?

Ve 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)

Use 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)

Use audit and provide help to suppliers to complete corrective actions

□ None of the above

Points Earned: 0.16 of 0.64

## **Reducing Impact of Travel/Commuting**

Does your company have any programs or policies in place to reduce the environmental footprint caused by travel/commuting?

Employees are subsidized/incentivized for use of public transportation, carpooling, or biking to work

Facilities are designed to facilitate use of public transportation, biking, or cleaner burning vehicles (e.g. electric chargers)

Employees are encouraged to use virtual meeting technology to reduce in person meetings

Company has a written policy limiting corporate travel

□ None of the above

Points Earned: 0.16 of 0.64

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

Points Earned: 0.32 of 1.28

#### 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

## % GHG Emissions Offset

If your company purchased certified carbon credits in the reporting period, what % of Scope 1 and 2 GHG emissions were offset?

0%
 1-24%
 25-49%
 50-74%
 75-99%
 100%
 Don't know
 N/A - No carbon offsets purchased

Points Earned: 0.64 of 0.64

	OPERATIONS
Water	1.0

## 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

U 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 of

water usage from baseline year)

U We regularly monitor and record water usage and have set science-based targets necessary to achieve sustainable usage linked to

our local watershed

U We report progress on our reduction targets publicly on an annual basis

U We have met specific reduction targets set during this reporting period

Points Available: 1.75

#### **Total Water Use**

Total water use (liters) during the last 12 months

Total water use (liters) during the last 12 months

✓ We do not track this

## 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: 0.58 of 1.75

## **Supply Chain Water Management**

How does your company track and manage the water footprint of your supply chain?

Only select practices if you track and manage the water footprint for at least 50% of your company suppliers (on a cost basis).

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 usage

We have targets for reducing water footprint through our supply chain

U We have seen a reduction of our water footprint in our supply chain in the past twelve months

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

Points Earned: 0.44 of 1.75

## **Supply Chain Water Improvement**

What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce the water footprint of your supply chain?

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

We screen suppliers to fit good water management practices (e.g. individual supplier practices, materials and ingredients, locations in context of water scarcity)

Use provide support or resources for supply chain in adopting water management (e.g. online tools, applying questionnaires and

surveys, collaborating in industrywide surveys)

U We audit and provide help to suppliers to complete corrective actions

None of the above

Points Available: 1.75

Land & Life

OPERATIONS

## Monitoring and Reporting Non-hazardous Waste

How does your company monitor, record and report your waste production?

Use do not currently monitor and record waste production

We regularly monitor and record waste production but have not set any reduction targets

Use regularly monitor and record waste production and have set specific reduction targets relative to previous performance (e.g. a

5% reduction of waste to landfill from baseline year)

U We regularly monitor and record waste produced and have set a zero waste target

 $\hfill\square$  We report progress on our reduction targets publicly on an annual basis

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

We produce zero waste to landfill

Points Earned: 0.06 of 0.62

### 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 9.101

UWe do not track this

Points Available: 0.00

### **Total Waste Disposed**

Waste Disposed (metric tonnes) during the last 12 months

Waste Disposed (metric tonnes) during the last 12 months

We do not track this

Points Available: 0.00

## **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 32% global recycling rate for capsules

#### **Recycling Programs**

What % 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?

<20%
21-40%
41-60%
61-80%
</pre>

Points Earned: 0.62 of 0.62

### **Supply Chain Waste Management**

How does your company track and manage waste in your supply chain?

Only select practices if you track and manage waste for at least 50% of your company suppliers (on a cost basis).

We don't track the solid waste impacts of our supply chain

We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material areas of waste production

We have set targets for reducing solid waste in the supply chain

U We have seen a reduction of waste produced in our value chain in the past twelve months

We have achieved zero waste or a closed-loop supply chain

Points Earned: 0.15 of 0.62

#### **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?

Ve collaborate with or require suppliers to collect data and report on waste production

We screen or require suppliers to meet standards related to solid waste production

U We have implemented initiatives to reduce waste at the source or divert waste from landfills or incineration in the supply chain

We audit and provide help to suppliers to complete corrective actions

□ None of the above

#### **Environment Impact Packaging**

How does your company minimize the environmental impact of the packaging of your products?

We have conducted a formal assessment of our packaging design and materials to identify opportunities to minimize environmental impact
We have source-reduced packaging within the last two years
Our packaging materials are certified to meet independent standards for environmental impact
Our packaging is recyclable and provides instructions on how to recycle it correctly
Our packaging is non-toxic
Our packaging materials are designed to have less overall environmental impact than common alternatives
None of the above
N/A - Our products do not have packaging materials

Points Earned: 0.25 of 0.62

### % of Reusable/ Recyclable Materials

What % of material (by volume) is made of recyclable (and labeled as such) or biodegradable materials in the areas where they are sold (product + packaging)?

<20%</li>
20-49%
50-74%
75-99%
100%
Don't Know
N/A

Points Earned: 0.31 of 0.62

#### % 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
```

#### % 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> 20-49%
○ 50-74%
○ 75-99%
○ 100%
$\bigcirc$ We have not conducted a study of end of life disposal in the last two years
○ N/A

Points Earned: 0.21 of 1.24

### **Programs to Reduce End of Life Waste**

Which of the following practices are in place to reduce waste to landfill after the usage of your product and/or its packaging?

- Company has a product/packaging reclamation and recycling program designed and implemented by the company or a third party
- Company has a product/packaging reclamation and reuse program designed and implemented by the company or a third party
- Company takes back similar products or packaging from other companies as part of its reclamation program
- Company includes information about their reclamation programs on product labels / packaging
- Company includes information about their reclamation programs in advertising campaigns
- Company has achieved circularity (no waste created) in its products and packaging
- Other
- □ None of the above

```
Points Earned: 0.37 of 0.62
```

#### % of Products with Programs to Reduce End of Life Waste

For what % of your products do the end-of-life waste programs selected in the previous question apply?

- 00%
- 01-20%
- 021-49%
- 50-74%
- 075-99%
- 100%
- O N/A

#### **Reducing Waste**

Optional unweighted metrics: Approximately by what % has your company reduced solid and hazardous waste generation (normalized for revenue changes) over the following periods?

The past two years

The past two years		
✓ We do not track	this	

Points Available: 0.00

### 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: 0.62 of 0.62

## **Tracking Chemicals in the Supply Chain**

Does your company do any of the following to manage chemicals in the supply chain?

Please check all that apply.

Require suppliers to disclose specified chemicals of concern

Ask suppliers if they know all the chemical ingredients intentionally added to their product and all residuals of high concern present

in the product (only asking if they know, not requiring them to provide the data to you)

Require suppliers to provide chemical information to a third party

Ensure that suppliers are kept up to date on banned chemicals in different markets by providing them with a Restricted Substances

List and monitoring their compliance with this list

Incentivize suppliers for participating in chemical management program

✓ None of the Above

#### **Chemical Management**

Does your company have a program in place to identify and eliminate potential chemicals and materials of concern in your product and/or process and identify and phase-in safer alternatives (e.g. chemical/material options with reduced toxicity)?

Co	mpany has	completed a	a study of	f all materials (	(including	scarce metals a	and minerals) i	n product	and chemicals to	1000ppm	level
----	-----------	-------------	------------	-------------------	------------	-----------------	-----------------	-----------	------------------	---------	-------

- Company has completed a study of all materials in product and chemicals to 100ppm level
- Company has undergone an evaluation of products and processes to identify potential toxic contaminants from production

Company has identified specific chemicals of concern classes (e.g., carcinogens, mutagens, reproductive toxins, endocrine disruptors, persistent or bioaccumulative substances)

Company has established a Restricted Substances List (RSL), has a positive screen or other decision process for chemicals

Company has established metrics and goals for the reduction or elimination of chemicals of concern

Company publicly discloses the chemicals and/or materials in your product (e.g., on a label, website, via 800 number for information, etc.)

There are no potential chemicals or materials of concern in my industry

□ None of the above

Points Earned: 0.62 of 0.62

## **Public Disclosure of Chemicals**

Does your company publicly disclose any use of chemicals of concern in products or processes in any of the following ways?

Company provides information on website that publicly discloses any use(s) of chemicals of concern

Company completes and publicly provides Health Product Declarations (HPD) for any chemicals of concern utilized

Company publicly provides information on use of any chemicals of concern via the Cradle 2 Cradle Products Innovation certification process

Other third-party disclosure mechanism (please state)

🗌 N/A

✓ None of the above

Points Available: 0.62

## **Supply Chain Chemical Management**

How does your company track and manage toxins or hazardous waste in your supply chain?

Only select practices if you track and manage toxins or hazardous waste for at least 50% of your company suppliers (on a cost basis).

Use 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

and/or production of hazardous waste

U We have set targets for reducing toxins and hazardous waste in our supply chain

U We have verified that there are no harmful toxins or hazardous waste in our supply chain

#### **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

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

Use 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 Earned: 0.46 of 0.62

### **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 Available: 0.62

## **Supply Chain Biodiversity Management**

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

Only select practices if you track and manage the impact on biodiversity for at least 50% of your company suppliers (on a cost basis).

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?

Use collaborate with or require suppliers to collect data and report on biodiversity impact

We screen suppliers to fit good biodiversity practices

U 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)

 $\hfill \Box$  We audit and provide help to suppliers to complete corrective actions

None of the above

Points Available: 0.62

# Land/wildlife Conservation - Impact Business Model

IMPACT BUSINESS MODELS **5.6** 

This IBM section is applicable if your company's products/services preserve or restore natural environments and/or protect animals (e.g. reforestation, sustainably harvested agriculture, protected parks)

#### Land/wildlife Conservation Description

Which of the following product or service descriptions apply?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

O Product or service requires specific practices to ensure the humane treatment of animals used as inputs in the product's creation

(e.g. humane certified eggs)

• Product or service requires specific practices to ensure the sustainable harvesting or use of natural products and materials (e.g.

FSC certified paper; MSC seafood; shade-grown coffee)

O Product or service directly prevents environment/ecosystem degradation (e.g. protected parks; wildlife management services)

O Product or service improves natural environments previously damaged by degradation (e.g. reforestation; endangered species repopulation)

O These descriptions do not apply to our company's product/service (Skip the remainder of this section)

Points Available: 0.00

# **Revenue from Land/wildlife Conservation**

What were your total revenues last fiscal year from the previous products or services?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What were your total revenues last fiscal year from the previous products or services? 36%

UWe do not track this

#### **Tracking Environmental Metrics**

Which of the following environmental metrics does your company track regarding the environmental impact of your product or service?

You will be asked to report each environmental metric selected

- CO2 saved/offset by product/service (metric tons)
- Liters of water saved/offset by product/service
- Number of wildlife species protected/saved
- Metric tons of waste saved from landfill or incineration
- ✓ Number of hectares protected
- □ None of the above

Points Available: 0.00

#### **Hectares Protected**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Number of hectares protected

Number of hectares protected 320000

UWe do not track this

Points Available: 0.00

#### **Tons of Carbon Offset**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Metric tons of GHG/CO2 equivalent

Metric tons of GHG/CO2 equivalent	600000
-----------------------------------	--------

UWe do not track this

Points Available: 0.00

#### **Waste Diverted**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Metric tons of waste saved from landfill or incineration

Metric tons of waste saved from landfill or incineration

🗹 We do not track this

#### Management of Land/wildlife Conservation

How does your company measure and manage the results, outcomes, effects, or impact of your product or service?

Please select all that apply.

Ve have formally defined the outcomes sought by our product or service and have developed a theory of change for them

We have based our impactful product or service business model on established secondary research that demonstrates potential impact

We have directly and formally engaged stakeholders in understanding their desires and needs when developing, refining, and or delivering our products or services

We are verified to meet third-party standards for impact (e.g. we have impact-related product certifications)

We measure near-term outcomes of the product or service to determine whether it is meeting the needs and expectations of our beneficiaries

We measure long-term outcomes in order to assess whether the results of our product produce lasting positive impacts for our beneficiaries

We have identified and measure and manage the unintentional or potential negative impacts of the product or service in addition to intentional positive effects

We have identified and managed potential causes that could lead to a failure to deliver the positive outcome, to do so less efficiently than possible, or to produce other negative effects

O None of the above

Points Earned: 1.07 of 1.07

## Innovative Land/wildlife Conservation

Is there something different or innovative about the product/service that has changed the industry? Is this something that is replicable, unique at the time that it was created, and that has been emulated by other organizations?

Is there something different or innovative about the product/service that has changed the industry? Is this something that is replicable, unique at the time that it was created, and that has been emulated by other organizations? Yes, the AAA Program for su

Points Available: 0.00

#### Customers

# **Customers Impact Area Introduction**

OPERATIONS

0.0

This section identifies whether your company's product/service is designed to deliver a specific, material, positive impact for its customers (beyond the value normally provided from goods or services), and if so, opens the Customer Impact Business Model section that is most applicable.

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

Do any of your company's products/services address a social or economic problem for your customers and/or their beneficiaries?

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

$\bigcirc$	Yes
$\bigcirc$	No

Points Available: 0.00

# **Customer Stewardship**

OPERATIONS

4.5

### 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
- Ve have formal quality control mechanisms
- We have feedback / customer service feedback or complaint mechanisms
- We monitor customer or consumer satisfaction
- $\Box$  We assess the outcomes produced for our customers through the use of our product or service
- Ve 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?

0%
1-9%
10-24%
25-49%
50-74%
75-99%
100%
N/A

## **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%

O N/A

Points Earned: 0.82 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

ONo

Points Earned: 0.45 of 0.45

## **Feedback and Complaint Channels**

Are any of the following true regarding mechanisms for customers to provide feedback, ask questions, or file complaints?

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

## **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
- In the last year, company has achieved specified targets for satisfaction
- □ None of the above

Points Earned: 0.36 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
- O 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

#### **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: 0.45 of 0.45

#### **Data Security Management**

Does the company have any of the following practices to ensure security of private data?

- Z 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

Points Earned: 0.45 of 0.45

#### **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

○ Yes

🔘 No

#### **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

○ 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

○ Yes

O No

Points Available: 0.00

#### **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

◯ 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

⊖ Yes

🔘 No

#### **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

0	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

○ Yes

🔘 No

Points Available: 0.00

#### **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
```

⊖ 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

#### **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)

$\bigcirc$	Yes
$\bigcirc$	No

Points Available: 0.00

## **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

◯ 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

⊖ Yes

🔘 No

#### **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

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

◯ 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)

♥ 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

Yes
 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: See Nespresso Transparent

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."

◯ Yes

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

◯ Yes

🔘 No

Points Available: 0.00

#### **Operates in conflict zones**

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

Company operates in conflict zones

◯ Yes

🔘 No

## 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

```
YesNo
```

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

 $\bigcirc$  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

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

#### Activities against freedom of association/collective bargaining

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

Company has taken a public stance against unionization, has engaged in activities that may be perceived as taking a stance against union organizing, or prohibits workers from freely associating and bargaining collectively for the terms of one's employment

◯ 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

○ 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

⊖ Yes

🔘 No

Points Available: 0.00

## **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

⊖ Yes

🔘 No

#### Company workers are prisoners

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

Company uses workers who are prisoners

0	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

⊖ Yes

🔘 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

🔘 No

Points Available: 0.00

#### **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

○ Yes

🔘 No

#### **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	s" listed above, please provide a	detailed explanation of the company's
engagement in each practice marked in the affirmative:	Does not apply	

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

◯ Yes

🔘 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

YesNo

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

○ 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

◯ Yes

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

◯ Yes

🔘 No

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

◯ Yes

🔘 No

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

○ 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)

0	Yes
$\bigcirc$	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

○ Yes

🔘 No

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

◯ Yes

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)

○ Yes

#### **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

◯ 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

○ 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

YesNo

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

⊖ 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

○ 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

◯ Yes ◯ 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: See Nespresso Transparent

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

○ Yes○ No○ Don't Know

Points Available: 0.00

### **Suppliers in Conflict Zones**

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

Operation in conflict zones

Yes
 No
 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

Yes
No
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

Yes
No
Don't Know



Nespre	sso APAC				
SCORE	COMPLETION 100%	VERSION	NAME	SECTOR	COMPANY SIZE
<b>80.5</b>		6	Active Assessment	Wholesale/Retail	1000+

Overall B Impact Score		Ċ
Nespresso APAC For Fiscal Year End Date: December 31st, 2020	80.5	
Your Company B Corporation Certification Qualification		200
Governance	QUESTIONS ANSWERED 35/35	OVERALL SCORE
Workers	QUESTIONS ANSWERED 59/59	OVERALL SCORI
Community	QUESTIONS ANSWERED 82/82	OVERALL SCOR
Environment	QUESTIONS ANSWERED 79/79	OVERALL SCORE
Customers	QUESTIONS ANSWERED 11/11	OVERALL SCOR

# **Mission & Engagement**

#### **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.

 $\bigcirc$  Creating positive social or environmental impact is not a focus for our business

O 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.

O 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.

No social or environmental 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)

U We have no written mission statement

Points Earned: 0.03 of 0.17

#### **Mission Statement**

Please share the text of your formal mission statement here.

Please share the text of your formal mission statement here. Cultivating coffee as an art to

#### **Social and Environmental Decision-Making**

#### How does your company integrate social and environmental performance into 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
- U We measure our externalities in monetary terms and incorporate them into our financial balances
- Other please describe
- □ None of the above

Points Earned: 0.28 of 0.35

## **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
- Vorkers articulate goals and achievements related to social and environmental metrics as an individual or part of a workplace team

All supervisors and managers receive training on how to communicate social and environmental goals to employees and implement accountability for results

None of the above

Points Earned: 0.35 of 0.35

#### Managers with Responsibilities to Mission

What percentage of full-time managers have social or environmental mission-related responsibilities or expectations in their job descriptions?

○ 0% ● 1-49% ○ 50-99% ○ 100%

#### **Mission-driven Executive Compensation**

Which of your executives have their compensation tied to achieving specific social and environmental metrics or objectives?

Please check all that apply.

None
 Our CEO or President
 Senior managers reporting to the CEO or President

Points Earned: 0.17 of 0.35

#### **Social or Environmental Performance Related Executive Job Descriptions**

What social or environmental issues appear in performance-related responsibilities or expectations outlined in the job descriptions of the CEO and the CEO's direct reports?

Human rights and labor performance (including supply chain)

Community engagement (including volunteering and charitable giving)

Serving consumers in need

C Environmental performance

- Other social or environmental innovation (please describe)
- □ None of the above

#### **Board Review of Social or Environmental Performance**

Does the Board of Directors or equivalent governing body review your company's social or environmental performance on at least an annual basis?

O No, our Board doesn't review that

 $\bigcirc$  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

 $\bigcirc$  N/A - Our company has no Board of Directors or equivalent governing body

Points Earned: 0.35 of 0.35

#### **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: 0.35 of 0.35

#### **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
- Ve have identified and measure metrics based on the results of the materiality assessment we conducted for the company
- Ve have set performance targets for all identified material issues and measurements
- U We measure the material social and environmental outcomes produced by our performance on our KPIs over time
- □ None of the above

Points Earned: 0.33 of 0.35

#### **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? Company management coffe

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
- $\hfill\square$  Company reviews or conducts a materiality assessment "update" every year
- Company has created materiality review processes to identify and adjust material issues more frequently than annually

None of the above

#### 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: 0.17 of 0.35

	OPERATIONS
Ethics & Transparency	3.2

#### **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

 $\odot$  Board of Directors (with at least one member who is not an executive or owner of the company)

Points Available: 0.33

#### **Shareholder Engagement**

Which of the following apply to your shareholder engagement practices?

Our company permits proxy voting by means of paper ballot, electronic voting, proxy voting services, or other remote mechanism

 $\hfill\square$  We have mechanisms in place for shareholders to cast confidential votes

✓ Our company's ownership structure follows one-share, one-vote standard

Shareholders have formal rights to vote on changes in corporate articles, by-laws, governance structures, and change-in-control provisions

Shareholders have the right to nominate Board members

Shareholder communications include company's financial and ESG performance

□ None of the above

## **Code of Ethics**

What is required by your company's Code of Ethics?

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

O None of the above

N/A - No Code of Ethics

Points Earned: 0.31 of 0.33

## **Code of Ethics Training**

Which of the following stakeholder groups are required to participate in regular training on your company's Code of Ethics?

Please check all that apply.

Executives and senior managers

Business partners, contractors, and suppliers

- Subsidiaries
- □ Joint ventures
- □ None of the above

Points Earned: 0.11 of 0.33

## **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.

- Ve 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

#### **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

Points Earned: 0.33 of 0.33

## **Anti-Corruption Practices**

Which of the following anti-corruption reporting and prevention systems are in place?

- Vritten 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
- O None of the above

#### **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: 0.27 of 0.33

#### **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 of 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

Points Earned: 0.33 of 0.33

#### **Company Transparency**

#### 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
- 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

#### **Financial Transparency with Employees**

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

Exclude compensation data. Please check all that apply.

- U We have no formal documented process to share financial information with employees
- Cour company discloses all financial information (except salary info) at least yearly
- C Our company discloses all financial information (except salary info) at least quarterly
- In addition to sharing financials, our company also has an intentional education program around shared financials
- In addition to sharing financials with employees, our company publicly reports its financial statements

Points Earned: 0.25 of 0.33

## **Impact Reporting**

Does the company produce a public-facing annual report detailing its social and environmental performance that includes any of the following?

We seek input from relevant stakeholder groups to help determine what information to report

We provide clear descriptions of our mission-related activities

We share quantifiable targets related to our company's mission

Ve share quantifiable results from our mission-related activities (e.g., lbs of carbon offset)

Ve use consistent variables of measurement which allow comparisons to previous years

Our report is in compliance with the Global Reporting Initiative (GRI) or equivalent disclosure level based on a third-party voluntary reporting standard

A third party has validated the information we share

Impact reporting is integrated with financial reporting

Use don't produce a public-facing mission-related annual report

Points Earned: 0.33 of 0.33

#### **Executive Compensation Disclosure**

Does your company have a written statement or policy to publicly disclose executive compensation?

⊖ Yes

🔘 No

#### **Governing Body Transparency**

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

Please check all that apply.

Use 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

- Use publicly report remuneration of board members and chief executives
- None of the above

Points Available: 0.33

# **Governance Metrics**

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

**OPERATIONS** 

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#### **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, 2020

Points Available: 0.00

#### **Reporting Currency**

Select your reporting currency

O Swiss Franc - CHF

Points 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

From the fiscal year before last

sitive

UWe do not track this

#### **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	y
has not yet completed its first fiscal year, please put \$0	

From the last fiscal year	Sensitive	
$\Box$ We do not track this		

Points Available: 0.00

# Net Income Last Year

Net Income

From the last fiscal year

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

From the last fiscal year	
UWe do not track this	

Points Available: 0.00

# Net Income Year Before Last

#### Net Income

From the fiscal year before last		
From the fiscal year before last	Sensitive	

O We do not track this

Points Available: 0.00

# **Mission Locked - Impact Business Model**

IMPACT BUSINESS MODELS 7.5

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?

This question is related to the legal requirement for Certified B Corps. Click "Learn" for more information and resources about this requirement.

O Signed a contract or Board resolution committing to adopting a legal form that requires consideration of all stakeholders (e.g.

signed B Corp Agreement)

O 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 that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)

O As an independent or publicly-owned business, amended corporate governing documents or adopted a legal entity that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)

O None of the above

Points Earned: 7.50 of 10.00

#### Workers

# **Workers Impact Area Introduction**

OPERATIONS

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This section identifies who should be considered a "worker" in the B Impact Assessment and reports your workerrelated metrics. It also identifies whether your company is designed to deliver a specific, material, positive impact for its workers, and if so, opens the Worker Impact Business Model section that is most applicable.

## 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

#### **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.

Ves, some of our labor is contracted to third party subcontractors that manage staff on our behalf

See 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

U 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

Please click "Learn More" to understand how to answer this question.

Current Total Full-Time Workers 1659

We do not track this

#### # of Full Time Workers Last Year

Number of Total Full-Time Workers

Total full-time workers twelve months ago

Please click "Learn More" to understand how to answer this question.

Total full-time workers twelve months ago 1462

UWe do not track this

Points Available: 0.00

#### **# of Part Time Workers**

Number of Total Part-Time Workers

Current Total Part-Time Workers

Please click "Learn More" to understand how to answer this question.

Current Total Part-Time Workers 135

UWe 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

Please click "Learn More" to understand how to answer this question.

Total part-time workers twelve months ago 158

We do not track this

Points Available: 0.00

#### **# of Temporary Workers**

Number of Total Temporary Workers

**Current Total Temporary Workers** 

Please click "Learn More" to understand how to answer this question.

Current Total Temporary Workers 249

We do not track this

#### **# of Temporary Workers Last Year**

Number of Total Temporary Workers

Total temporary workers twelve months ago

Please click "Learn More" to understand how to answer this question.

Total temporary workers twelve months ago 230

UWe do not track this

Points Available: 0.00

# **Financial Security**

OPERATIONS 3.9

#### **Lowest Paid Wage**

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

Please exclude students and interns in this calculation.

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

UWe do not track this

Points Available: 0.00

#### % 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%
75-89%
90-99%
100%
N/A</pre>

#### % 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.

<75%</li>
75-89%
90-99%
100%
N/A

Points Available: 2.34

#### % Above the Minimum Wage

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

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.

0% - Lowest wage is equivalent to minimum wage
 1-9%
 10-29%
 30-49%
 50-75%
 75%+
 N/A - We do not employ hourly workers

Points Earned: 0.47 of 1.17

#### **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?

Examples include commissioning a living wage calculation. Select N/A if living wage already exists.

Yes
No
N/A - Living wage already exists

#### **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
- C Employee ownership opportunities
- □ None of the above

Points Earned: 1.17 of 1.17

#### **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?

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

Points Earned: 0.29 of 1.17

#### Significance of Bonuses

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

 $\bigcirc$  No bonus payout, or no bonus plan

○ 5% or less

○ 5-10%

○ 10-15%

○ 15-20%

○>20%

 $\bigcirc$  Bonuses were paid to non-executive workers, despite the company not earning a profit

Points Earned: 0.15 of 1.17

#### % 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%
1-24%
25-49%
50-74%
75-99%
100%

 $\bigcirc$  N/A

Points Earned: 0.29 of 1.17

#### % 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: 0.59 of 2.34

#### % of Company Owned by Non-Management Employees

What percentage of your company is owned by non-executive, non-management level workers through an ownership vehicle paid for by the company that does not require employee contributions?

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

0%
 1-4%
 5-24%
 25-50%
 >50%
 N/A

Points Available: 1.17

#### **Retirement Programs**

Do employees have access to any of the following savings programs for retirement?

Government-sponsored pension or superannuation plans

Private Pension or Provident Funds

Plan that specifically includes Socially-Responsible Investing option

□ None of the above

Points Earned: 0.88 of 1.17

## **Financial Services for Employees**

What financial products, programs, or services does your company provide that help to meet financial health needs of hourly employees?

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.

	✓ Direct deposit
	C 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
Po	pints Earned: 0.15 of 0.59

# Health, Wellness, & Safety

OPERATIONS

5.4

# **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)

Government-mandated or -provided health insurance programs (e.g. Switzerland)

 $\bigcirc$  None of the Above

#### **Healthcare Coverage**

What percentage of employees is eligible for health care benefits either through company or government plan?

<75%</pre>75-84%85-94%95%+

Points Earned: 1.05 of 1.05

## **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
 Other - please describe
 None of the above

```
Points Available: 1.05
```

## 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

 $\hfill\square$  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

#### **Health and Wellness Initiatives**

What health and wellness initiatives or policies does your company offer beyond insurer-provided programs?

Check all that apply.

🗌 We sponsor and encourage workers to participate in health and wellness activities during the workweek (e.g. walking or steps
programs)
🗌 We offer incentives for workers to complete health risk assessments or participate in health and wellness activities (e.g., a fund for
exercise equipment, subsidized gym membership)
C Employees have access to behavioral health counseling services, web resources, or Employee Assistance Programs
Spouses, partners, or children of employees are provided access to behavioral health counseling services, web resources, or
Employee Assistance Programs
$\Box$ We have policies and programs in place to prevent ergonomic-related injuries in the workspace
$\Box$ Over 25% of workers have completed a health risk assessment in the last twelve months
Management receives reports on aggregate participation in worker wellness programs
Other - please describe
Company does not offer any formal health and wellness initiatives
Points Earned: 0.21 of 1.05

#### Management Commitment to Health and Safety

What are your company practices regarding management's commitment to worker health and safety?

Select those that apply to all company worksites.

We have a written safety and health policy to minimize on-the-job employee accidents and injuries

Safety and health is integrated into our overall management planning process, and workers are involved in safety planning, resource allocation, audits, etc.

- Safety and health concerns are communicated through regular safety and health trainings
- Ve have specific safety and health program goals and objectives, with specific indicators to measure progress
- Senior management addresses safety issues through written communications or in company gatherings at least quarterly
- We have a formal safety reporting system for employees to submit their safety concerns
- Cur safety procedures are easily accessible for all on-site personnel, including workers, non-managerial staff, and visitors

We participate in an external program demonstrating commitment and excellence in safety and health (e.g. Voluntary Protection Program)

- N/A No manufacturing or wholesale facilities
- □ None of the above

#### Points Earned: 1.05 of 1.05

#### **Health and Safety Audit Practices**

Your company's practices related to inspections and audits include:

Select those that apply to all company worksites.

- A written procedure for performing safety and health inspections
- Routine safety and health inspections at least quarterly
- Use of information discovered through analyses to improve safety processes (e.g. baseline hazards analysis, incident analysis,
- employee concerns, sampling results from inspections)
- Cocumentation of results of the routine inspections
- Inspection reports that clearly indicate what needs to be corrected, with documented accountability for closure
- N/A No manufacturing or wholesale facilities
- □ None of the above

Points Earned: 1.05 of 1.05

#### **Tracking Hazards**

When eliminating and tracking hazards, your company:

Select those that apply to all company worksites.

Follows the preferred hierarchy to eliminate or control the hazard (first engineering, then administrative, then work practices, and finally Personal Protective Equipment)

- Regularly assesses use of Personal Protective Equipment (PPE)
- Conducts follow-up studies to ensure that hazard controls are adequate
- Documents and addresses hazard controls in appropriate procedures (e.g. safety and health rules, inspections, training, etc.)
- □ None of the above

Points Earned: 1.05 of 1.05

## **Controlling Worker Exposure to Hazardous Material**

How has your company assessed and managed worker exposure to hazardous materials?

 $\bigcirc$  Assessment indicates some exposure, but we have taken no action to date

- $\bigcirc$  Assessment indicates some exposure, and we have implemented a mitigation and control strategy
- O Assessment indicates no exposure
- We have not conducted an assessment

#### **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.

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 Available: 1.05

## **Evaluating Health and Safety Practices**

What is included in your company's measurement and evaluation practices in relation to occupational safety and health?

Select those that apply to all company worksites.

- A standardized third-party safety management system (e.g. ISO 18001, BS 8800)
- A safety position, safety committee, or safety program representative who reports to a senior-level position (Vice President or higher)
- A documented standard procedure for investigating accidents and major incidents
- Investigation and documentation of the root causes of accidents and incidents
- Implementation of corrective actions after root causes of an accident or incident are determined
- Transparency of injury or illness trends and trend data to all workers
- An annual evaluation of the safety and health system that includes senior management in the evaluation
- An employee safety recognition program
- Regular Safety Perception Surveys to engage with workers

□ None of the above

Points Earned: 1.05 of 1.05

# **Career Development**

OPERATIONS

#### **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)
- Ve provide cross-skills training for career advancements or transitions (e.g. management training for non-managers)
- Ve 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: 0.41 of 0.41

#### **Amount of Training for New Hires**

What was the average amount of training that a newly hired worker received in the past twelve months?

Use 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)

 $\bigcirc$  N/A - No new hires during the last 12 months

Points Earned: 0.27 of 0.41

#### **Paid Professional Development Days**

How many paid days of professional development do the majority of full time workers receive in a single year?

O 0 days

◯ 1-4 days

🔘 5-9 days

◯ 10+ days

○ No formal policy

Points Earned: 0.27 of 0.41

#### **Management Training**

What management training and coaching do new and existing managers regularly receive?

Check all that apply.

- Providing ongoing praise and corrective feedback
- Conflict negotiation and resolution
- Group dynamics and optimal team functioning
- ✓ Performance evaluation systems
- Other please describe
- □ None of the above

Points Earned: 0.41 of 0.41

#### **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 regular schedule and is conducted at least annually
- Peer and subordinate input
- Written guidance for career development
- Social and environmental goals
- Clearly-identified and achievable goals
- A 360-degree feedback process
- ✓ All tenured employees receive feedback
- □ None of the above

Points Earned: 0.82 of 0.82

#### **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% ○ 15%+

Points Earned: 0.27 of 0.41

#### **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."

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

U 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

Points Available: 0.41

#### **End of Employment Support**

What are your formal company policies regarding employee termination and layoffs?

We have a policy to provide written notice of employee performance prior to termination

We have a policy to provide performance improvement plans or stated corrective time periods prior to termination

 $\Box$  We have a policy to provide at minimum 2+ weeks of severance per year of employment

We provide outplacement services for terminated employees

We don't have written termination or severance policies

Points Earned: 0.06 of 0.21

# **Career Development (Salaried)**

OPERATIONS

#### **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: 0.14 of 0.19

#### **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: 0.14 of 0.19

## Life Skill 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?

Training on life skills for personal development (e.g. literacy, personal financial planning)

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

Points Earned: 0.05 of 0.19

#### **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 Earned: 0.09 of 0.38

#### **Career Development Policies**

What are your company's policies and practices around career development and promotion?

- Employees who seek to take a short-term leave or sabbatical will have their jobs guaranteed upon return
- Our company will make an effort to find a place for employees who seek to take a long-term leave or sabbatical upon their return
- Employees are able to make lateral moves or change career direction or pace when possible
- □ None of the above

Points Earned: 0.19 of 0.19

# **Engagement & Satisfaction**

OPERATIONS

#### **Employee Handbook Information**

What is included in your company's written and accessible employee handbook?

A non-discrimination statement
A nanti-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: 0.28 of 0.28

#### Paid Secondary Caregiver Leave

What secondary parental leave policies are available to your workers, either through your company or a 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 up to 2 weeks (or full pay equivalent) paid leave
- Uvorkers receive between 2 to 5 weeks (or full pay equivalent) paid leave
- UWorkers receive greater than 5 weeks (or full pay equivalent) paid leave
- Policy does not distinguish between primary and secondary caregiving, or provides equivalent time and pay to both
- □ No secondary caregiver leave is offered to employees

Points Earned: 0.33 of 0.56

#### **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.

On-site childcare

- Off-site subsidized childcare
- Free or subsidized meals
- Policy to support breastfeeding mothers
- Other please describe
- □ None of the above

Points Earned: 0.56 of 1.11

#### **Worker Empowerment**

How does your company engage and empower workers?

We have formalized feedback and complaint mechanisms beyond direct reporting lines to address concerns and improve company practices

We have processes in place to provide input from employees prior to operational and/or strategic policy or practice changes

Employee complaint / input mechanisms are reviewed at least every other year, with input from employees themselves into the 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

Uvorkers have opportunity to elect member(s) to the Board of Directors

Other - please describe

□ None of the above

Points Earned: 0.56 of 0.56

#### 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
- Ve 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: 0.56 of 0.56

#### **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.

Number of full-time and part-time workers that departed or left the company in the last twelve months Sen

UWe do not track this

Points Available: 0.00

#### **Employee Satisfaction**

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

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

<65%</li>
65-80%
81-90%
90%+
N/A

Points Earned: 0.83 of 1.11

#### **Labor Practices Review**

How have your company's labor practices been certified or reviewed by an independent third party in the last twelve months?

#### 🗹 No

50%+ of our operations have been reviewed or certified

We have conducted human rights reviews beyond what is required by law

Our compliance reports are shared with stakeholders (e.g. workers, suppliers, NGOs, government)

N/A - Company only has operations in developed markets

Points Available: 0.28

#### 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?

```
    None
    1-24%
    25-49%
    50-74%
    75%+
```

Points Earned: 0.56 of 0.56

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
 36+ work days

Points Earned: 0.56 of 0.75

#### **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?

If applicable, please select one answer indicating total time off (answers 1-3), and one answer indicating fully paid time off (answers 4-7).

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)

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

24+ 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

Points Earned: 0.38 of 0.75

## **Workplace Flexibility in Practice**

Which of the following flexible workplace practices have been used in the past 12 months?

Please check all that apply.

- Managers or executives worked part-time or in a job-share
- Managers or executives are in a telecommuting position
- We hired new people into permanent positions that are telecommuting
- We hired new people into permanent positions that are part-time or job-share

 $\Box$  We have transitioned staff into part-time, job-share, or telecommuting positions

 $\square$  Other - please describe

□ None of the above

Points Earned: 0.75 of 0.75

## **Attrition Rate for Salaried Workers**

What percentage of full-time and part-time salaried workers left the company during the last twelve months?

Calculation should include voluntary and involuntary separation, but exclude workers dismissed with cause.

Sensitive

Points Available: 0.75

#### Community

# **Community Impact Area Introduction**

OPERATIONS

This section identifies whether your company is designed to deliver a specific, material, positive impact for its community, and if so, opens the Community Impact Business Model section that is most applicable.

#### **Community Oriented Impact Business Model**

Does your company's business model create a specific positive benefit for stakeholders such as charitable partners, vendors or suppliers in need, or your local community?

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

O Yes ○ No

Points Available: 0.00

#### **Community Oriented Business Models**

Is your company structured to benefit community stakeholders in any of the following ways?

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

A producer-owned cooperative structure in which suppliers share control and benefits of company operations (e.g. farmer

cooperative, artisanal cooperative)

Purchasing fair or direct trade to improve livelihoods for underserved groups in your supply chain

A micro-distribution or micro-franchising model that provides economic opportunities to underserved groups

A formal standing commitment to donate a significant portion of sales, profits, or ownership to charitable causes (>2% sales, >20% profits/ownership)

A community-focused business model that supports and builds the economic vitality of local communities

□ None of the above

#### **Supporting Underserved Suppliers**

Does your company source from and/or provide support to populations in low-income, poor, or very poor markets through your supply chain purchasing practices (e.g. fair trade certified products, direct trade)?

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

O Yes

⊖ No

Points Available: 0.00

# **Diversity, Equity, & Inclusion**

OPERATIONS

#### **Inclusive Hiring Practices**

How does your company create an inclusive recruiting and hiring process?

We include a statement in all our job postings with a commitment to diversity, equity, and inclusion

U We don't ask about incarceration history during our application process

U We conduct anonymous or "blind" reviews of applications or resumes without attaching names or identifiable characteristics

Use actively recruit through organizations or services that serve individuals from underrepresented populations

U We conduct analyses of our job description language and requirements to ensure they are inclusive and equitable

□ None of the above

Points Earned: 0.11 of 0.54

## **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

Adjority owned by other underrepresented individuals (veterans, LGBT, etc.)

None of the above

#### **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
- U We have programs in place to provide mentorship, apprenticeships, or internships for individuals from underrepresented groups
- U 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?

U 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

Points Earned: 0.27 of 0.54

#### **Measurement of Diversity**

What attributes of a diverse workforce does your company track, either through anonymous surveys or 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: 0.41 of 0.54

#### Low Income Workers

What percentage of your workforce lives in poor/very poor or low-income areas or does not have college degree?

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

Points Available: 0.54

#### **Women Workers**

How many of your non-managerial workers identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know

Points Earned: 0.54 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?

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

Points Earned: 0.27 of 0.54

## 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
 11-15x
 6-10x
 1-5x

Points Available: 0.54

#### **Female Management**

How many of your company managers identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know
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.

- $\bigcirc$  0%
- ○1-9%
- 10-19%
- 20-29%
- 30%+
- 🔘 Don't know

#### **Female Executives**

How many of your company executives identify as women?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't know
N/A

Points Earned: 0.36 of 0.54

#### **Executives from Underrepresented Populations**

How many of your company executives identify as from another underrepresented social group?

0%
1-9%
10-19%
20-29%
30%+
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?

Use track diversity of ownership among our suppliers

U We have a policy to give preferences to suppliers with ownership from underrepresented populations

U We have formal targets to make a specific percentage of purchases from suppliers with diverse ownership

U 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

## **Supplier Ownership Diversity**

What percentage of your purchases were from companies that are majority-owned by women or individuals from underrepresented populations?

0%
1-9%
10-24%
25-39%
40-49%
50%+
Don't Know

Points Available: 0.54

	OPERATIONS
Economic Impact	2.4

#### **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. Nespresso offices in Asia-Pa

Points Available: 0.00

#### **Job Growth Rate**

What was your company's net job growth rate for full-time and part-time positions over the last 12 months? ONLY include newly created jobs that are paid 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% (no growth on a net basis)
 1-5%
 6-15%
 >15%

Points Earned: 1.57 of 2.36

#### 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: 174	
We do not track this	

Points Available: 0.00

## **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?

0%
1-9%
10-19%
20-29%
30%+

Points Available: 1.18

# **Local Purchasing and Hiring Policies**

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

"Local" is defined as being part of the same community. While the size and distance of a community may vary by context, they should generally be based on a small-scale economically and culturally connected area like a metropolitan area or a city/town.

Uvritten preference at each facility to purchase from local suppliers

Germal 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

Incentives for staff to live within 20 miles of local company facility

Other (please describe)

No written local purchasing or hiring policies in place

## **Spending on Local Suppliers**

What percentage of your company's expenses (excluding labor) was spent with independent suppliers local to the company's headquarters or relevant facilities in the last fiscal year?

Please click "Learn More" to understand how to answer this question.

<20%	
○ 20-39%	
○ 40-59%	
○ 60%+	
🔿 Don't know	

Points Available: 1.18

#### **Facilities in Low-Income Communities**

What percentage of your workforce is low-income or does not have a college degree AND is also employed in company facilities located in low-income communities?

<10%</li>
 10-19%
 20-29%
 30%+
 Don't Know

Points Available: 1.18

#### **Impactful Banking Services**

What characteristics apply to the financial institution that provides the majority of your company's banking services?

Certified CDFI or national equivalent social investment organization

Certified B Corporation

Member of the Global Alliance for Banking on Values

Cooperative bank or credit union

Local bank committed to serving the community

Independently owned bank

None of the above

## **Local Employee Statistics**

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Executives

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.29 of 0.39

## % of Managers Hired Locally

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Managers

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.29 of 0.39

### % of Non-Managers Hired Locally

What % of the following worker groups were hired from communities within 500 miles of company facilities?

Non-managerial full-time workers

0%
1-9%
10-24%
25-49%
50-74%
75%+
Don't know

Points Earned: 0.29 of 0.39

## **Procurement Staff Practices**

Does your company provide your procurement staff or departments with any of the following?

UWritten requirement to consider suppliers within the same geographic area, among other social or environmental factors beyond

pure competitive bid

UWritten requirement to post RFPs with local suppliers

Training or resources for how to source from local or independent suppliers

□ Incentives to source from local suppliers

✓ None of the above

Points Available: 1.18

# **Civic Engagement & Giving**

OPERATIONS
1.4

#### **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: 0.29 of 0.48

#### **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 Available: 0.48

#### % of Employees Volunteer Service

What percentage of employees took paid time off for volunteer service last year?

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

Points Earned: 0.24 of 0.97

#### **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 and unpaid time spent volunteering during traditional work hours, either for company-organized events or for employee-initiated activities.

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

17.28
-------

UWe do not track this

Points Available: 0.00

#### **Volunteer Service Per Capita**

What was the percentage of per capita worker time donated as volunteer, community service, or pro bono time in the reporting period?

Calculate by total volunteer hours / 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

 $\bigcirc$  2%+ of time

○ Don't know

Points Earned: 0.32 of 0.97

#### **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

U We have screening practices for charitable contributions or impact measurement mechanisms for our community investments

None of the above

Points Earned: 0.24 of 0.48

## % 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.

No donations last fiscal year
 Less than 0.1% of revenue

O 0.1-0.4% of revenue

○ 0.5-0.9% of revenue

- 1-1.9% of revenue
- $\bigcirc$  2%+ of revenue
- ◯ Don't know

Points Earned: 0.39 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 Sensitive	
----------------------------------------------------------------------------------------------------	--

We do not track this

Points Available: 0.00

## **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

U We have provided data or contributed to academic research on social or environmental topics

Use participate in panel presentations or other public forums on social or environmental topics

Use provide public resources for other businesses or stakeholders on improving social or environmental performance

Other - please describe

None of the above

Points Available: 0.24

# **Supply Chain Management**

OPERATIONS

# **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.

Product Manufacturers
 Professional Service Firms (Consulting, Legal, Accounting)
 Independent Contractors
 Marketing and advertising
 Office Supplies
 Benefits Providers
 Technology
 Raw materials
 Farms
 Other - please describe

## Supply Chain Risk Assessment and Mapping

Has your company conducted a risk assessment that identifies aspects of your supply chain and purchasers at most risk for negative social and environmental impact based on any of the following risk factors?

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

- Country of origin
- Sub-regions within countries
- Product / Service / Ingredient attributes
- Size of purchases by the company
- 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: 0.10 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 in place that accurately traces the source and origination of all ingredients/ components through the chain?

- 0%
  1-20%
  21-49%
  50-74%
  75-99%
  100%
- O N/A

Points Earned: 0.31 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?

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

● Yes○ No

Points Available: 0.00

## **Outsourced Staffing Screening Topics**

Does your company review or set requirements regarding the labor practices of its outsourced staffing service providers 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
- Compliance with international human rights and labor standards (for employees and contractors)
- Payment at or above industry benchmarks
- Payment of a living wage (for employees and contractors)
- Employee benefits provided
- Professional development opportunities
- ✓ Other labor practices
- □ None of the above

Points Earned: 0.17 of 0.21

# % of Outsourced Services Accountable to Code of Conduct?

What % of your outsourced staffing services (on a currency basis) are accountable to the formalized code of conduct or requirements described in the previous question?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

## **Screening / Monitoring for Services**

Which of the following methods are used to evaluate the social or environmental impact of your outsourced staffing services?

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

Company shares policies or rules with subcontractors but does not have a verification process in place

Company requires subcontractors complete self-designed assessment

Company utilizes third party risk or impact assessment tools (BIA)

Company conducts routine audits/reviews of subcontractors at least every two years

Company has third parties conduct routine audits/reviews of subcontractors at least every two year

Other

□ None of the above

Points Earned: 0.02 of 0.21

## % of Outsourced Staffing Services Screened / Monitored

What % of your outsourced staffing services (on a currency basis) are evaluated based on the methods selected in the previous question?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

# **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
- Anagement 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%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 0.83

# **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?

Company shares policies or rules with suppliers but does not have a verification process in place

Company requires completion of self-designed assessment

Company utilizes third party risk or impact assessment tools (Sedex, BIA)

Company conducts routine audits/reviews of Tier 1 suppliers at least every two years

Company has third parties conduct routine audits/reviews of Tier 1 supplier at least every two years

Company has mechanisms to hear grievances or performance feedback from stakeholders of Tier 1 suppliers

Company can confirm quantifiable improvement in Tier 1 supplier social and environmental performance improvement in last year

□ None of the above

Points Earned: 0.02 of 0.21

## % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.83 of 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 can confirm quantifiable improvement in Tier 2 supplier social and environmental performance improvement in last year

□ None of the above

Points Earned: 0.02 of 0.21

## % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 0.83

# **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:

 $\Box$  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: 0.21 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.72 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

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

□ None of the above

Points Earned: 0.10 of 0.21

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

For what % of your suppliers (on a currency basis) do the reporting practices selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 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 otherwise 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

## % 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%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.10 of 0.83

# **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 and 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

Points Earned: 0.16 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 Available: 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 36 months.

O Average tenure of supplier relationships is greater than 36 months.

O Average tenure of supplier relationships is greater than 72 months.

O Average tenure of supplier relationships is greater than 120 months.

Our company has had a relationship with a majority of our suppliers (on a currency basis) since our first year of operations.

◯ Don't 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: 0.10 of 0.41

# Supply Chain Poverty Alleviation - Impact Business Model

IMPACT BUSINESS MODELS

7.2

This IBM section is applicable to companies that reduce poverty in their supply chain through trade terms, positive labor conditions, and support for underserved suppliers in low-income, poor, or very poor markets (e.g. fair trade, direct trade).

# **Purchasing From Underserved Suppliers**

Do you purchase directly from underserved suppliers in low-income, poor, or very poor markets?

Yes, I purchase directly from underserved suppliers

 $\odot$  No, I purchase from brokers or other companies that are verified to be purchasing from and supporting underserved suppliers

# **Types Of Underserved Suppliers**

What types of suppliers from low-income, poor, or very poor markets are in your supply chain?

- Small-scale Factories in Underserved Markets
- Fair Wage/ Labor Certified Plantation/Estate Farms in Underserved Markets
- Worker or Producer-Owned Cooperatives
- ✓ Small-Holder Small Scale Farms/Suppliers in Underserved Markets (less than 50 employees)
- Micro-entrepreneurs/artisans in underserved markets

Points Available: 0.00

# **Beneficial Trade Terms for Underserved Suppliers**

Are any of the following trade terms provided to the underserved suppliers in your supply chain?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

A premium is paid beyond market price for community support and development

Input materials come from a relationship where contracts are signed and executed for the next year

Input materials come from a relationship where the contract price was partially or fully paid in advance to significant suppliers

(including loans through a partner organization)

Pricing of product is determined collaboratively with suppliers

Con-site visits are made to suppliers on at least an annual basis.

□ None of the above

Points Available: 0.00

## % Purchases with Beneficial Trade Terms

What % of your cost of materials in the last fiscal year came from underserved suppliers that received the previous trade terms?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your cost of materials in the last fiscal year came from underserved suppliers that received the previous trade terms?

24

We do not track this

## **Purchases from Suppliers with Beneficial Terms**

What is the total cost of materials sourced through the previous trade terms?

What is the total cost of materials sourced through the previous trade terms?

UWe do not track this

Points Available: 0.00

## **Tracking Supplier Premiums**

Do you track the premium paid to suppliers?

O Yes○ No

Points Earned: 0.58 of 0.58

## **Premium Paid to Suppliers**

If yes, what is the average premium paid to suppliers in the last fiscal year (either on product or wage)?

Please report the premium as a % of the price paid per product or per hour.

If yes, what is the average premium paid to suppliers in the last fiscal year (either on product or wage)? Sensitive

UWe do not track this

Points Available: 0.00

# **Methodology to Determine Premium Paid**

Describe in the text box the methodology your company uses to calculate producer price premium.

Describe in the text box the methodology your company uses to calculate producer price premium. We have a yearly coffee bud

Points Available: 0.00

## **Innovative Supply Chain Poverty Alleviation**

Is there something different or innovative about the company's approach to sourcing from small-scale suppliers that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? Please explain.

Is there something different or innovative about the company's approach to sourcing from small-scale suppliers that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? Please explain. The creation of the AAA Proc

## Support for Small-Scale Suppliers

Does the company provide or participate in support services for underserved suppliers?

This question factors into a calculated question that contributes to your overall score.

Capacity building to improve the efficiency of operations for the supplier

Capacity building to improve the social or environmental practices of the supplier

Support and training to improve quality and maintain quality assurance for the supplier

Use do not purchase directly from underserved suppliers, or we do not provide capacity building services

Points Available: 0.00

# % of Purchases from Supported Small-Scale Suppliers

What % of your total cost of materials in the last fiscal year came from underserved suppliers that have received the above capacity building support?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your total cost of materials in the last fiscal year came from underserved suppliers that have received the above capacity

building support? 23

We do not track this

Points Available: 0.00

## **Verification of Fair Wages and Working Conditions**

Are working conditions and wages of suppliers verified to meet credible standards to ensure dignity and equitable economic empowerment for employees? If so, what methodology is used to determine standards?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

Suppliers meet third party certification standards (such as Fair Trade Certification)

UWorkers receive wage equivalent to or greater than a third party fair or living wage calculation for the relevant

industry/product/market

Suppliers are not verified to meet third party labor standards

# **Purchasing From Underserved Suppliers**

What % of your cost of materials in the last fiscal year came from underserved suppliers that are verified by either of the methodologies selected in the previous question?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What % of your cost of materials in the last fiscal year came from underserved suppliers that are verified by either of the methodologies selected in the previous question? 2

We do not track this

Points Available: 0.00

## Wage and Working Conditions Screening

How are wage and working conditions screened and monitored to ensure that continual compliance with the previous standards?

Suppliers are verified or certified by a third party to meet standards

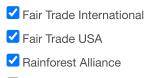
 $\bigcirc$  Company visits and reviews supplier facilities and documents compliance with the standards above

 $\bigcirc$  None of the above

Points Earned: 0.58 of 0.58

## Third Party Certification of Supply Chain

Are the company's trade practices or purchases certified by a third party?



Other - please describe

No

Points Available: 0.00

## **Tracking Impact on Workers**

Does your company track the impact of your work with small-scale suppliers on the lives of suppliers' employees?

♥ Yes○ No

Points Earned: 0.58 of 0.58

# **Tracking Impact Explanation**

If your company tracks the impact of your work with small-scale suppliers on the lives of suppliers' employees, please explain how.

If your company tracks the impact of your work with small-scale suppliers on the lives of suppliers' employees, please explain how.

We have 415 agronomists or

Points Available: 0.00

# **Supply Chain Transparency**

Do customers and/or the public have access to information about the company's supply chain practices?

O Customers have access to information about suppliers being sourced from, including their location

 $\bigcirc$  None of the above

Points Earned: 0.58 of 0.58

#### Environment

# **Environment Impact Area Introduction**

OPERATIONS

This section asks about your environmental footprint to determine which questions are applicable later on in the assessment. It also identifies whether your company's product/service is designed to deliver a specific, material, positive environmental impact, and if so, opens the Environmental Impact Business Model section that is most applicable.

# **Environmental Business Model**

Are your company's products/services or processes structured to restore or preserve the environment in any of the following ways? (Please note: the environmental impact of your day-to-day operations will be assessed in the remaining sections of the Environment Impact Area. This question is specifically asking about your products/services or innovative production processes.)

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

Through an innovative 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

## **Description of Positive Environmental Product / Service Impact**

How would you describe the positive outcome for the environment created by your product/service?

How would you describe the positive outcome for the environment created by your product/service? The Nespresso system (AAA

Points Available: 0.00

## **Environmental Product or Service Impact**

Is the environmental impact you've described part of your products' or services' impact (excluding packaging), or is it a part of the way that your company operates?

Companies should earn revenue from the product or service that has an environmental impact. Please do not include pro bono efforts within this section.

• The impact is created by a revenue-generating product/service line (e.g. selling non-toxic cleaning products, sustainability consultancy)

O The impact is created by the company's daily operations (e.g. using non-toxic cleaning products in the company's headquarters) and not the core product/service

Points Available: 0.00

## **Environmental Product Benefits**

In what way or ways does your product/service conserve the environment?

Please select ONE option per product line. You may select an additional option if your product line has two separate environmental attributes.

Provides or is powered by renewable energy or cleaner-burning energy than market alternatives (e.g. solar panel

manufacturers/installers, hybrid vehicles)

Conserves or diverts resources (including energy, water, materials, etc.)

Conserves or preserves the well-being of land and/or animals (e.g. land protection or reforestation services, sustainably harvested agricultural products)

Reduces or is made of less toxic/hazardous substances (e.g. brownfield remediation services, organic certified food, non-toxic cleaners)

Educates, measures, researches, or provides information to solve environmental problems (e.g. environmental consulting or auditing)

additing)

□ None of the above

Points Available: 0.00

## Land/wildlife Conservation Overview

Tell us more about how your product or service conserves natural resources

Tell us more about how your product or service conserves natural resources Quality Coffees are highly de

# **Direct Impact on Land / Wildlife Conservation**

Is land/wildlife conservation, beyond what is required by law, a direct positive environmental impact of your product or service?

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

O Yes

O No, it is an indirect result of one of the other answers selected in the question "Environmental Product Benefits"

Points Available: 0.00

# **Environmental Management**

OPERATIONS 5.2

## **Green Building Standards**

What percentage of company facilities (by area, both owned by company or leased) is certified to meet the requirements of an accredited green building program?

<20%</li>
 20-49%
 50-79%
 80%+
 N/A

Points Available: 0.49

## **Facility Improvement with Landlord**

If you lease your facilities, have you worked with your landlord to implement or maintain any of the following?

Energy efficiency improvements

- □ Water efficiency improvements
- Usate reduction programs (including recycling)

□ None of the above

✓ N/A - Company does not lease majority of facilities

## **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: 0.16 of 0.98

## **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%
1-24%
25-49%
50-74%
75%+
N/A

Points Earned: 0.12 of 0.49

## **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

Points Earned: 0.10 of 0.49

## % of Products Designed for the Environment

For what % of your products do the DFE practices selected in the previous question apply?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

# **Type of Footprint Assessments**

Has the company's footprint assessments included any of the following?

Assessment conducted for supply chain only

 $\hfill\square$  Assessment conducted for only a portion of value chain

Germal 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

Points Earned: 0.18 of 0.24

## % 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%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

# Assessment Conducted of Environmental Footprint of Value Chain

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?

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 0.49

## % of 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

## 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)

Points Earned: 0.33 of 0.49

# **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: 0.33 of 0.49
```

## % 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?

0%
1-20%
21-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.85 of 0.98

# Addressing Longevity of Product Lifespan

Which of the following practices does your company have in place to manage product longevity in order to reduce overall consumption and waste to landfill?

U We have measured the overall product lifespan of our portfolio and altered product designs to increase it within the last two years

U We have a program that facilitates maintenance, servicing and reassembly of our products

U We provide information about the program to facilitate maintenance and servicing on product labels / packaging

U 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

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

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?

• Yes, as assessed by the company measurements

 $\bigcirc$  Yes, as assessed and verified by a third party

O No, not at this time

Points Earned: 0.49 of 0.98

# Air & Climate

OPERATIONS

## Monitoring and Reporting Energy Use

How does your company monitor, record, or report its energy usage?

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

We do not currently monitor and record usage

Ve monitor and record usage but have set no reduction targets

U We monitor usage and have set intensity targets (e.g. relative to dollars of revenue, volume produced, etc.) that are being monitored

U 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

UWe have met specific reduction targets during the reporting period

Points Earned: 0.08 of 0.64

## **Total Energy Use**

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

Total energy used (Gigajoules) during the last 12 months: 54627.3892

We do not track this

Points Available: 0.00

## **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: 11918

## **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 0.32

## 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%
100%
Don't know

Points Earned: 0.26 of 1.28

## **Energy Use Reductions**

Have conservation and efficiency improvements led to energy savings for your facilities? If so, by how 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.

○ 0%
○ 1-4%
○ 5-9%
○ 10-14%
○ 15-20%
○ >20%

🔘 Don't know

# **Monitoring and Reporting Greenhouse Gas Emissions**

How does your company manage its greenhouse gas emissions for at least Scope 1 and 2?

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% reduction of GHGs from baseline year)
We regularly monitor and record emissions and have set specific science-based targets necessary to achieve global goals to address climate change
We report progress on our reduction targets publicly on an annual basis
We have met the specific reduction targets set during this reporting period
We have achieved carbon neutrality

Points Earned: 0.06 of 0.64

# **Total Scope 1 GHGs**

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 1:

Scope 1:	12012	

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: 23365	
Uwe do not track this	

Points Available: 0.00

## **Total Scope 3 GHGs**

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 3:

Scope 3: 1553210

UWe do not track this

## **Carbon Intensity**

What is your current Carbon Intensity for Scopes 1 and 2 (measured in metric tons of CO2/\$million of revenue), not including the use of carbon credits or offsets?

Please use USD to allow for standardized comparisons.

>100
81-100
61-80
41-60
21-40
1-20
0
Don't know

Points Earned: 0.64 of 0.64

# **Carbon Intensity**

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.

>100
81-100
61-80
41-60
21-40
1-20
0
Don't know

Points Earned: 1.28 of 1.28

## **Greenhouse Gas Emissions Reduced**

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

0%
1-4%
5-9%
10-14%
15-20%
20%+
Don't Know

Points Available: 1.28

## **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

avoiding 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 Available: 0.64

## **Ton Miles Reduction**

Have you reduced the ton miles (relative to revenues) of your distribution and supply chain, and if so, by how much?

Calculate by comparing ton-miles from the year prior or annualized from a baseline year.

 $\bigcirc$  0%

- 1-9%
- 10%-20%
- ○21-50%
- >50%
- ONot tracked / Unknown

# **Supply Chain GHG Management**

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

Only select practices if you track and manage greenhouse emissions produced for at least 50% of your company suppliers (on a cost basis).

We don't track or evaluate greenhouse emissions from our supply chain

Ve 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

Use set targets for reducing greenhouse gas emissions through our supply chain

 $\Box$  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: 0.32 of 0.64

## **Offsetting Supplier GHG Emissions**

What % of your company's Scope 3 greenhouse gas emissions were offset by certified carbon credits?

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

Points Earned: 0.48 of 1.28

## **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?

Ve 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)

Use 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)

U We audit and provide help to suppliers to complete corrective actions

□ None of the above

Points Earned: 0.16 of 0.64

# **Reducing Impact of Travel/Commuting**

Does your company have any programs or policies in place to reduce the environmental footprint caused by travel/commuting?

Employees are subsidized/incentivized for use of public transportation, carpooling, or biking to work

Facilities are designed to facilitate use of public transportation, biking, or cleaner burning vehicles (e.g. electric chargers)

Employees are encouraged to use virtual meeting technology to reduce in person meetings

Company has a written policy limiting corporate travel

□ None of the above

Points Earned: 0.16 of 0.64

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

Points Earned: 0.32 of 1.28

## 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

# % GHG Emissions Offset

If your company purchased certified carbon credits in the reporting period, what % of Scope 1 and 2 GHG emissions were offset?

0%
 1-24%
 25-49%
 50-74%
 75-99%
 100%
 Don't know
 N/A - No carbon offsets purchased

Points Earned: 0.64 of 0.64

	OPERATIONS
Water	0.4

## **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

U 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 of

water usage from baseline year)

U We regularly monitor and record water usage and have set science-based targets necessary to achieve sustainable usage linked to

our local watershed

U We report progress on our reduction targets publicly on an annual basis

U We have met specific reduction targets set during this reporting period

Points Available: 1.75

## **Total Water Use**

Total water use (liters) during the last 12 months

Total water use (liters) during the last 12 months

✓ We do not track this

# 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 Available: 1.75

# **Supply Chain Water Management**

How does your company track and manage the water footprint of your supply chain?

Only select practices if you track and manage the water footprint for at least 50% of your company suppliers (on a cost basis).

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 usage

U We have targets for reducing water footprint through our supply chain

U We have seen a reduction of our water footprint in our supply chain in the past twelve months

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

Points Earned: 0.44 of 1.75

# **Supply Chain Water Improvement**

What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce the water footprint of your supply chain?

U We collaborate with or require suppliers to collect data and report on water footprint

We screen suppliers to fit good water management practices (e.g. individual supplier practices, materials and ingredients, locations in context of water scarcity)

U We provide support or resources for supply chain in adopting water management (e.g. online tools, applying questionnaires and

surveys, collaborating in industrywide surveys)

U We audit and provide help to suppliers to complete corrective actions

None of the above

Points Available: 1.75

Land & Life

OPERATIONS

## Monitoring and Reporting Non-hazardous Waste

How does your company monitor, record and report your waste production?

We do not currently monitor and record waste production

Use regularly monitor and record waste production but have not set any reduction targets

Use regularly monitor and record waste production and have set specific reduction targets relative to previous performance (e.g. a

5% reduction of waste to landfill from baseline year)

 $\hfill \Box$  We regularly monitor and record waste produced and have set a zero waste target

 $\hfill\square$  We report progress on our reduction targets publicly on an annual basis

 $\Box$  We have met the specific reduction targets set during this reporting period

We produce zero waste to landfill

Points Available: 0.62

## 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

✓ We do not track this

Points Available: 0.00

## **Total Waste Disposed**

Waste Disposed (metric tonnes) during the last 12 months

Waste Disposed (metric tonnes) during the last 12 months 42

UWe do not track this

Points Available: 0.00

## **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 32% Global Recycling Rate for capsules

UWe do not track this

## **Recycling Programs**

What % 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?

<20%
21-40%
41-60%
61-80%
>80%

Points Earned: 0.31 of 0.62

# **Supply Chain Waste Management**

How does your company track and manage waste in your supply chain?

Only select practices if you track and manage waste for at least 50% of your company suppliers (on a cost basis).

We don't track the solid waste impacts of our supply chain

We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material areas of waste production

We have set targets for reducing solid waste in the supply chain

U We have seen a reduction of waste produced in our value chain in the past twelve months

We have achieved zero waste or a closed-loop supply chain

Points Earned: 0.15 of 0.62

## **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?

Ve collaborate with or require suppliers to collect data and report on waste production

Use screen or require suppliers to meet standards related to solid waste production

U We have implemented initiatives to reduce waste at the source or divert waste from landfills or incineration in the supply chain

We audit and provide help to suppliers to complete corrective actions

□ None of the above

Points Earned: 0.15 of 0.62

# **Environment Impact Packaging**

How does your company minimize the environmental impact of the packaging of your products?

We have conducted a formal assessment of our packaging design and materials to identify opportunities to minimize environmental impact
We have source-reduced packaging within the last two years
Our packaging materials are certified to meet independent standards for environmental impact
Our packaging is recyclable and provides instructions on how to recycle it correctly
Our packaging is non-toxic
Our packaging materials are designed to have less overall environmental impact than common alternatives
None of the above
N/A - Our products do not have packaging materials

Points Earned: 0.25 of 0.62

# % of Reusable/ Recyclable Materials

What % of material (by volume) is made of recyclable (and labeled as such) or biodegradable materials in the areas where they are sold (product + packaging)?

<20%</li>
20-49%
50-74%
75-99%
100%
Don't Know
N/A

Points Earned: 0.31 of 0.62

## % 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
```

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

Points Earned: 0.21 of 1.24

# **Programs to Reduce End of Life Waste**

Which of the following practices are in place to reduce waste to landfill after the usage of your product and/or its packaging?

- Company has a product/packaging reclamation and recycling program designed and implemented by the company or a third party
- Company has a product/packaging reclamation and reuse program designed and implemented by the company or a third party
- Company takes back similar products or packaging from other companies as part of its reclamation program
- Company includes information about their reclamation programs on product labels / packaging
- Company includes information about their reclamation programs in advertising campaigns
- Company has achieved circularity (no waste created) in its products and packaging
- Other
- □ None of the above

```
Points Earned: 0.37 of 0.62
```

## % of Products with Programs to Reduce End of Life Waste

For what % of your products do the end-of-life waste programs selected in the previous question apply?

- 00%
- 01-20%
- ○21-49%
- 50-74%
- 075-99%
- 100%
- O N/A

Points Earned: 0.54 of 0.62

#### **Reducing Waste**

Optional unweighted metrics: Approximately by what % has your company reduced solid and hazardous waste generation (normalized for revenue changes) over the following periods?

The past two years

The past two years		
✓ We do not track	this	

Points Available: 0.00

#### 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: 0.62 of 0.62

## **Tracking Chemicals in the Supply Chain**

Does your company do any of the following to manage chemicals in the supply chain?

Please check all that apply.

Require suppliers to disclose specified chemicals of concern

Ask suppliers if they know all the chemical ingredients intentionally added to their product and all residuals of high concern present

in the product (only asking if they know, not requiring them to provide the data to you)

Require suppliers to provide chemical information to a third party

Ensure that suppliers are kept up to date on banned chemicals in different markets by providing them with a Restricted Substances

List and monitoring their compliance with this list

Incentivize suppliers for participating in chemical management program

□ None of the Above

Points Earned: 0.41 of 0.62

#### **Chemical Management**

Does your company have a program in place to identify and eliminate potential chemicals and materials of concern in your product and/or process and identify and phase-in safer alternatives (e.g. chemical/material options with reduced toxicity)?

$\square$ Company has completed a study of all materials (includ	ng scarce metals and minerals) in prod	uct and chemicals to 1000ppm level
------------------------------------------------------------------	----------------------------------------	------------------------------------

- Company has completed a study of all materials in product and chemicals to 100ppm level
- Company has undergone an evaluation of products and processes to identify potential toxic contaminants from production

Company has identified specific chemicals of concern classes (e.g., carcinogens, mutagens, reproductive toxins, endocrine disruptors, persistent or bioaccumulative substances)

Company has established a Restricted Substances List (RSL), has a positive screen or other decision process for chemicals

Company has established metrics and goals for the reduction or elimination of chemicals of concern

Company publicly discloses the chemicals and/or materials in your product (e.g., on a label, website, via 800 number for information, etc.)

There are no potential chemicals or materials of concern in my industry

□ None of the above

Points Earned: 0.62 of 0.62

#### **Public Disclosure of Chemicals**

Does your company publicly disclose any use of chemicals of concern in products or processes in any of the following ways?

Company provides information on website that publicly discloses any use(s) of chemicals of concern

Company completes and publicly provides Health Product Declarations (HPD) for any chemicals of concern utilized

Company publicly provides information on use of any chemicals of concern via the Cradle 2 Cradle Products Innovation certification process

Other third-party disclosure mechanism (please state)

🗌 N/A

None of the above

Points Available: 0.62

### **Supply Chain Chemical Management**

How does your company track and manage toxins or hazardous waste in your supply chain?

Only select practices if you track and manage toxins or hazardous waste for at least 50% of your company suppliers (on a cost basis).

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

and/or production of hazardous waste

U We have set targets for reducing toxins and hazardous waste in our supply chain

U We have verified that there are no harmful toxins or hazardous waste in our supply chain

#### **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

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

Use 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 Earned: 0.46 of 0.62

#### **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 Available: 0.62

### **Supply Chain Biodiversity Management**

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

Only select practices if you track and manage the impact on biodiversity for at least 50% of your company suppliers (on a cost basis).

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

Points Earned: 0.62 of 0.62

#### **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?

Use collaborate with or require suppliers to collect data and report on biodiversity impact

We screen suppliers to fit good biodiversity practices

U 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)

 $\hfill \Box$  We audit and provide help to suppliers to complete corrective actions

✓ None of the above

Points Available: 0.62

# Land/wildlife Conservation - Impact Business Model

IMPACT BUSINESS MODELS **5.6** 

This IBM section is applicable if your company's products/services preserve or restore natural environments and/or protect animals (e.g. reforestation, sustainably harvested agriculture, protected parks)

#### Land/wildlife Conservation Description

Which of the following product or service descriptions apply?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

O Product or service requires specific practices to ensure the humane treatment of animals used as inputs in the product's creation

(e.g. humane certified eggs)

• Product or service requires specific practices to ensure the sustainable harvesting or use of natural products and materials (e.g.

FSC certified paper; MSC seafood; shade-grown coffee)

O Product or service directly prevents environment/ecosystem degradation (e.g. protected parks; wildlife management services)

O Product or service improves natural environments previously damaged by degradation (e.g. reforestation; endangered species repopulation)

O These descriptions do not apply to our company's product/service (Skip the remainder of this section)

Points Available: 0.00

## **Revenue from Land/wildlife Conservation**

What were your total revenues last fiscal year from the previous products or services?

Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

What were your total revenues last fiscal year from the previous products or services? 36%

UWe do not track this

#### **Tracking Environmental Metrics**

Which of the following environmental metrics does your company track regarding the environmental impact of your product or service?

You will be asked to report each environmental metric selected

- CO2 saved/offset by product/service (metric tons)
- Liters of water saved/offset by product/service
- Number of wildlife species protected/saved
- Metric tons of waste saved from landfill or incineration
- ✓ Number of hectares protected
- □ None of the above

Points Available: 0.00

#### **Hectares Protected**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Number of hectares protected

Number of hectares protected 320000

UWe do not track this

Points Available: 0.00

#### **Tons of Carbon Offset**

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Metric tons of GHG/CO2 equivalent

Metric tons of GHG/CO2 equivalent	600000
-----------------------------------	--------

UWe do not track this

Points Available: 0.00

#### Waste Diverted

If tracked, please report the environmental metric listed below that resulted from the use of your product or service in the last 12 months.

Metric tons of waste saved from landfill or incineration

Metric tons of waste saved from landfill or incineration

🗹 We do not track this

#### Management of Land/wildlife Conservation

How does your company measure and manage the results, outcomes, effects, or impact of your product or service?

Please select all that apply.

Ve have formally defined the outcomes sought by our product or service and have developed a theory of change for them

We have based our impactful product or service business model on established secondary research that demonstrates potential impact

We have directly and formally engaged stakeholders in understanding their desires and needs when developing, refining, and or delivering our products or services

We are verified to meet third-party standards for impact (e.g. we have impact-related product certifications)

We measure near-term outcomes of the product or service to determine whether it is meeting the needs and expectations of our beneficiaries

We measure long-term outcomes in order to assess whether the results of our product produce lasting positive impacts for our beneficiaries

We have identified and measure and manage the unintentional or potential negative impacts of the product or service in addition to intentional positive effects

We have identified and managed potential causes that could lead to a failure to deliver the positive outcome, to do so less efficiently than possible, or to produce other negative effects

O None of the above

Points Earned: 1.07 of 1.07

### Innovative Land/wildlife Conservation

Is there something different or innovative about the product/service that has changed the industry? Is this something that is replicable, unique at the time that it was created, and that has been emulated by other organizations?

Is there something different or innovative about the product/service that has changed the industry? Is this something that is replicable, unique at the time that it was created, and that has been emulated by other organizations? Yes, the AAA Program for su

Points Available: 0.00

#### Customers

# **Customers Impact Area Introduction**

OPERATIONS

0.0

This section identifies whether your company's product/service is designed to deliver a specific, material, positive impact for its customers (beyond the value normally provided from goods or services), and if so, opens the Customer Impact Business Model section that is most applicable.

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

Do any of your company's products/services address a social or economic problem for your customers and/or their beneficiaries?

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

$\bigcirc$	Yes
$\bigcirc$	No

Points Available: 0.00

## **Customer Stewardship**

OPERATIONS

4.5

#### 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
- Ve have formal quality control mechanisms
- We have feedback / customer service feedback or complaint mechanisms
- We monitor customer or consumer satisfaction
- $\Box$  We assess the outcomes produced for our customers through the use of our product or service
- Ve 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?

0%
1-9%
10-24%
25-49%
50-74%
75-99%
100%
N/A

Points Earned: 0.45 of 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%

O N/A

Points Earned: 0.82 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

ONo

Points Earned: 0.45 of 0.45

### **Feedback and Complaint Channels**

Are any of the following true regarding mechanisms for customers to provide feedback, ask questions, or file complaints?

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
- In the last year, company has achieved specified targets for satisfaction
- □ None of the above

Points Earned: 0.36 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
- O 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: 0.34 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: 0.45 of 0.45

#### **Data Security Management**

Does the company have any of the following practices to ensure security of private data?

- Z 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

Points Earned: 0.45 of 0.45

#### **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

○ Yes

🔘 No

#### **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

○ 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

○ Yes

O No

Points Available: 0.00

#### **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

◯ 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

⊖ Yes

🔘 No

#### **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

0	Yes
$\sim$	103

🔘 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

○ Yes

🔘 No

Points Available: 0.00

#### **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
```

⊖ 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

#### **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)

$\bigcirc$	Yes
$\bigcirc$	No

Points Available: 0.00

### **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

○ 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

◯ Yes

🔘 No

#### **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

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

◯ 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)

♥ 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

Yes
 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: See Nespresso Transparent

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."

○ Yes○ 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

◯ Yes

🔘 No

Points Available: 0.00

#### **Operates in conflict zones**

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

Company operates in conflict zones

◯ Yes

🔘 No

#### 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
```

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

 $\bigcirc$  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

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

#### Activities against freedom of association/collective bargaining

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

Company has taken a public stance against unionization, has engaged in activities that may be perceived as taking a stance against union organizing, or prohibits workers from freely associating and bargaining collectively for the terms of one's employment

◯ 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

○ 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

⊖ Yes

🔘 No

Points Available: 0.00

### **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

⊖ Yes

🔘 No

#### Company workers are prisoners

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

Company uses workers who are prisoners

0	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

⊖ Yes

🔘 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

🔘 No

Points Available: 0.00

#### **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

○ Yes

🔘 No

#### **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	s" listed above, please provide a	detailed explanation of the company's
engagement in each practice marked in the affirmative:	Does not apply	

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

◯ Yes

🔘 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

◯ Yes

🔘 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

YesNo

#### 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

◯ Yes

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

◯ Yes

🔘 No

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

⊖ Yes

🔘 No

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

○ 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)

0	Yes
$\bigcirc$	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

○ Yes

🔘 No

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

◯ Yes

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)

○ Yes

#### **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

◯ 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

○ 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

YesNo

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

⊖ 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

○ 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

○ Yes ○ 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: Does not apply

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

○ Yes○ No○ Don't Know

Points Available: 0.00

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

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

Operation in conflict zones

Yes
No
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

Yes
No
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

Yes
No
Don't Know