# **Question Filter**

Mãe Terra					Certified B Corporation
SCORE 84.6	COMPLETION 100%	VERSION 6	NAME 2019 - Active	SECTOR Wholesale/Retail	SIZE <b>50-249</b>

As wholly-owned subsidiary of Unilever, Mãe Terra is required to make its full B Impact Assessment transparent. The PDF contains a completed B Impact Assessment that has been reviewed by B Lab with Mãe Terra as part of their certification as a B Corporation. Answers to questions that would reveal sensitive information (e.g. that would advantage competitors or prejudice litigation) are covered as such:

# **Mission & Engagement**

**OPERATIONS** 

1.7

## **Level of Impact Focus**

where it may not drive profitability.

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.

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

We occasionally think about the social and environmental impact of some aspects of our business, but not frequently.

We frequently consider our social and environmental impact, but it isn't a high priority in decision-making.

We consistently incorporate social and environmental impact into decision-making because we consider it important to the success and profitability of our business.

We treat our social and environmental impact as a primary measure of success for our business and prioritize it even in cases

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 o	r environmental	commitment
- INO SOCIAL C	n environmental	COMMINICINE

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

Points Earned: 0.29 of 0.29

#### **Mission Statement**

Please share the text of your formal mission statement here.

Please share the text of your formal mission statement here. Mãe Terra´s vision is to c

Points Available: 0.00

#### 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.  $\square$  Employee training that includes social or environmental issues material to our company or its mission Manager roles with job descriptions that explicitly incorporate social and environmental performance Performance reviews that formally incorporate social and environmental issues Compensation and job descriptions of executive team members that include social and environmental performance Board of Directors review of social and environmental performance We measure our externalities in monetary terms and incorporate them into our financial balances Other - please describe ☐ None of the above Points Earned: 0.23 of 0.57 **Social and Environmental Management Reviews** What percentage of full-time managers had a formal written performance evaluation in the last year that included social or environmental goals?  $\bigcirc$  0 01-49% 0 50-99% 0 100% Points Earned: 0.43 of 0.57

#### **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?

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- Yes, the Board receives a general update on the company's social or environmental performance
- O Yes, the Board reviews key performance indicators (KPIs) on the company's social or environmental performance
- O N/A Our company has no Board of Directors or equivalent governing body

Points Earned: 0.29 of 0.57

#### **Stakeholder Engagement**

environmental performance?
☐ We have an advisory board that includes stakeholder representation
We have a formal stakeholder engagement plan or policy that includes identification of relevant stakeholder groups
We have created mechanisms to identify and engage traditionally underrepresented stakeholder groups or demographics
☐ We have formal and regular processes in place to gather information from stakeholders (focus groups, surveys, community meetings, etc.)
☐ We have formal procedures to address results from stakeholder engagement, with a designated individual or team responsible for appropriate follow ups.
We report the results of stakeholder engagement on social and environmental performance to the highest level of oversight in the company, such as the Board
☐ We publicly report on stakeholder engagement mechanisms and results
Other - please describe
✓ No formal stakeholder engagement
Points Available: 0.29

Has your company done any of the following to engage stakeholders about your social and

## Management of Material Social and Environmental Issues

How does your company identify, measure, and manage the most material social and environmental issues relevant to your operations and business model?

We track impact metrics that we've chosen based on company mission or executive decision

✓ We have conducted a materiality assessment of our company using stakeholder engagement mechanisms or research

✓ We have identified and measure metrics based on the results of the materiality assessment we conducted for the company

We have set performance targets for all identified material issues and measurements

✓ We measure the material social and environmental outcomes produced by our performance on our KPIs over time

☐ None of the above

Points Earned: 0.57 of 0.57

#### **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? Sustainable Value Chain

Points Available: 0.00

# **Ethics & Transparency**

**OPERATIONS** 

4.8

# Governance Structures What is the company's highest level of corporate oversight? Owner or Manager Governed (including Board of Directors with only owners/ executives) O Management, Executive Committee, or Democratic Governance O Non-Fiduciary Advisory Board Board of Directors (with at least one member who is not an executive or owner of the company) Points Earned: 0.41 of 0.41 **Governing Body Characteristics** Which of the following apply to your company's Board of Directors? Please check all that apply. ☐ Meets at least twice annually Meets at least quarterly ✓ Includes at least one independent member ☐ Includes at least 50% independent members ✓ Oversees executive compensation Has an Audit Committee with at least one independent member Has a Compensation Committee with at least one independent member Company is a cooperative and elects Board from membership ☐ None of the above N/A - no Board of Directors Points Earned: 0.41 of 0.41 **Governing Body Stakeholder Representation** Does your company's Board of Directors have voting seats representing: Select all that apply. Executive employees ☐ Non-executive employees Community expertise (e.g. local university representative) Environmental expertise (e.g. environmental nonprofits) Customers ☐ None of the above

Points Available: 0.21

□ N/A - no Board of Directors

# **Governing Body Responsibilities**

Does your company's Board of Directors have written responsibility for:
Please check all that apply.
✓ Guiding corporate strategy, setting strategic goals, and creating major plans of action
Approving annual budgets, overseeing major capital expenditures, and general risk management
Other
☐ None of the above
□ N/A - no Board of Directors or equivalent
Points Earned: 0.41 of 0.41

#### **Conflict of Interest Questionnaire**

Do all Board members and officers complete an annual conflict of interest questionnaire?

● Yes	
○No	
N/A - No Board of Directors or equivalen	1

Points Earned: 0.21 of 0.21

#### **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: 0.41 of 0.41

#### **Instruction on Code of Ethics**

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

Please check all that apply.
☐ We instruct the Board of Directors on the Code at least annually
☐ We instruct all newly hired workers on the Code
✓ We instruct managers on the Code on an ongoing basis
✓ We instruct all non-managerial workers on the Code on an ongoing basis
✓ We communicate changes to the Code whenever it is updated
Other - please describe
☐ No Code of Ethics or equivalent, or no training on the Code
Points Earned: 0.41 of 0.41
Anti-Corruption Practices
Which of the following anti-corruption reporting and prevention systems are in place?
✓ Written employee whistle-blowing policy with confidentiality policy
✓ Circulation of whistle-blowing policy to all employees and business partners
Communication of the anti-corruption system at least annually to the relevant internal and external stakeholders
✓ Annual training on the anti-corruption system
Providing supporting tools and guidance (e.g. self-assessment survey for high-risk departments)
✓ Anonymous mechanisms to report concerns and grievances
✓ Individual or department oversight with direct access to Board of Directors
☐ We take part of a collective action/coalition with governments, community-based organizations, NGOs and other businesses to act
against corruption
Other - please describe
☐ None of the above
Points Earned: 0.41 of 0.41

# **Monitoring Ethics and Corruption**

Does your company do any of the following with regard to monitoring and reporting on your anticorruption programme?

Tuption 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 arensure 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

# **Financial Reporting Standards**

Which financial reporting standards did your company comply with in the last fiscal year?
<ul> <li>○ IFRS, the International Financial Reporting Standards (via the International Accounting Standards Board)</li> <li>○ GAAP, the Generally Accepted Accounting Principles (via independent U.S. standards body)</li> <li>○ Local accounting standard (via local independent standard setting body)</li> <li>○ Other - please describe</li> <li>○ None of the above</li> <li>○ N/A - Our company is pre-revenue</li> </ul> Points Earned: 0.83 of 0.83
Reviewed / Audited Financials
What type of individual or entity conducted the review of your company's financials?
<ul> <li>○ Locally-accredited auditing firm or CPA/CFA</li> <li>⑤ Internationally-accredited auditing firm or CPA/CFA</li> <li>○ None, finances were neither audited nor reviewed</li> </ul>
Points Earned: 0.21 of 0.21
Financial Controls
Does your company maintain any of the following financial controls?
Please check all that apply.
✓ IT systems have different password protection systems that are changed periodically with different access levels according to the position of the staff member accessing the data  ☐ Fraud risk assessment is conducted at least annually, with any identified internal control deficiencies communicated to Board of Directors and senior management
Lines of financial reporting, responsibilities, and limits for the authorization, approval, and verification of disbursements are all documented in writing

☐ Financial control activities are documented, and at a minimum, cover controls around cash disbursement, accounts receivable,

Points Earned: 0.28 of 0.41

☐ None of the above

accounts payable, and inventory management

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: 0.31 of 0.41
Financial Transparency with Employees
How does your company formally share financial information with full-time employees?
Exclude compensation data. Please check all that apply.
☐ We have no formal documented process to share financial information with employees

Points Earned: 0.21 of 0.41

## **Impact Reporting**

Does your company publicly share information on your social or environmental performance on an annual basis?

☐ 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

Our company discloses all financial information (except salary info) at least yearly
 Our company discloses all financial information (except salary info) at least quarterly

☐ We provide descriptions of our social and environmental programs and performance
☐ We voluntarily share social or environmental performance scorecards
☐ Specific quantifiable social or environmental indicators or outcomes are made public
☐ We set public targets and share progress to those targets
☐ We present information in a formal report that allows comparison to previous time periods
☐ Reporting information / structure is based on a comprehensive third party standard (ex. GRI or B Impact Assessment)
A third party has validated / assured the accuracy of the information reported
☐ Impact reporting is integrated with financial reporting
✓ We don't report publicly on social or environmental performance

Points Available: 0.41

**OPERATIONS** 

## **Governance Metrics**

0.0

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

# **Last Fiscal Year**

On what date did your last fiscal year end?

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

On what date did your last fiscal year end? December 31st, 2018

Points Available: 0.00

# **Reporting Currency**

Select your reporting currency

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

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

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

O T		
O Tunisian Dinar - TND		
O Turkish Lira - TRY		
O UAE Dirham - AED		
O Uganda Shilling - UGX		
O Uzbekistan Sum - UZS		
O Vatu - VUV		
O Viet Nam Dong - VND		
O Yuan Renminbi - CNY		
O Rand - ZAR		
O Rial Omani - OMR		
O Riel- KHR		
O Yemeni Rial - YER		
O Won - KRW		
O Zambian Kwacha - ZMW		
O Zimbabwe Dollar - ZWL		
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

#### **Revenue Last Year**

#### Total Earned Revenue

From the last fiscal year

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

#### **Net Income Last Year**

Net Income

From the last fiscal year

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

#### **Net Income Year Before Last**

Net Income

From the fiscal year before last

## **Payments to Government**

Payments to government in the last fiscal year

Select N/A if company is pre-revenue.

Payments to government in the last fiscal year

✓ We do not track this

Points Available: 0.00

**IMPACT BUSINESS MODELS** 

# **Mission Locked - Impact Business Model**

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?

Signed a contract or Board resolution committing to adopting a legal form that requires consideration of all stakeholders (e.g. signed B Corp Agreement)

Adopted a specific legal entity or governance structure that preserves mission over time, but does not require consideration of all stakeholders in its decision-making (e.g. cooperative)

• As a company wholly owned by another company that has not done so, amended corporate governing documents or adopted a legal entity or governance structure that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation)

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

O None of the above

Points Earned: 7.50 of 10.00

#### **Workers**

**OPERATIONS** 

# **Workers Impact Area Introduction**

0.0

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

### Majority Hourly vs. Salaried Workers

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

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

Fixed Salary

O Daily or hourly wage

Points Available: 0.00

#### **Use Of Contracted Labor**

Is any of your company's labor performed by subcontracted organizations or individuals, such as outsourced staffing services or independent contractors? Your answers determine which future questions in the assessment are applicable to your company. Yes, some of our labor is contracted to third party subcontractors that manage staff on our behalf Yes, we hire individual independent contractors who are contracted to work 20+ hours per week for the company indefinitely, or for longer than a 6 month period While we utilize independent contractors, they do not work for us greater than 20 hours per week for longer than a 6 month period None of the above Points Available: 0.00 **Workers Impact Business Model Introduction** Is your company structured to benefit its employees in either of the following ways? Your answers determine which future questions in the assessment are applicable to your company. Ownership structures that provide significant equity (>40%) and empowerment to all employees (e.g. employee-owned companies, cooperatives) Providing high quality jobs or professional development for individuals with chronic barriers to employment (workforce development programs) ✓ None of the above Points Available: 0.00 # of Full Time Workers Number of Total Full-Time Workers Current Total Full-Time Workers Current Total Full-Time Workers 46 We do not track this Points Available: 0.00 # of Full Time Workers Last Year Number of Total Full-Time Workers Total full-time workers twelve months ago

Points Available: 0.00

■ We do not track this

Total full-time workers twelve months ago 174

# of Part Time Workers	
Number of Total Part-Time Workers	
Current Total Part-Time Workers	
Current Total Part-Time Workers 1	
☐ We do not track this	
Points Available: 0.00	
# of Part Time Workers Last Year	
Number of Total Part-Time Workers	
Total part-time workers twelve months ago	
Total part-time workers twelve months ago 0	
☐ We do not track this	
Points Available: 0.00	
# of Temporary Workers	
Number of Total Temporary Workers	
Current Total Temporary Workers	
Current Total Temporary Workers 0	
☐ We do not track this	
Points Available: 0.00	
# of Temporary Workers Last Year	
Number of Total Temporary Workers	
Total temporary workers twelve months ago	
Total temporary workers twelve months ago 0	
☐ We do not track this	
Points Available: 0.00	

**Financial Security** 

**OPERATIONS** 

4.6

# **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? 6.6 ☐ We 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. O<75% O 75-89% 090-99% O 100% O N/A Points Available: 2.52 % of Employees Paid Family Living Wage What percentage of employees on an FTE (Full Time Equivalent) basis are paid at least the equivalent of a living wage for a family? Please exclude students and interns in this calculation. ○<75% O 75-89% 090-99% 0 100% O N/A Points Available: 2.52 % Above the Minimum Wage What percentage above the legal minimum wage does your lowest-paid hourly employee earn? 0% - Lowest wage is equivalent to minimum wage 01-9% 0 10-29% 30-49%

Points Available: 1.26

N/A - We do not employ hourly workers

○ 50-75% ○ 75%+

# **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
O N/A - Living wage already exists
Points Available: 1.26
Compensation Policies and Practices
Does your company offer any of the following additional financial benefits to non-executive workers?
Your answers determine which future questions in the assessment are applicable to your company.
✓ Cost of living adjustments that match inflation rates of the country
✓ Bonuses or profit-sharing
Employee ownership opportunities
☐ None of the above
Points Earned: 0.84 of 1.26
Employees Receiving a Bonus
What percentage of full time and part time employees, evaluding founders and evacutives, received a

## E

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

○0% 01-24% 025-49% 050-74% O 75-99% 0 100%  $\bigcirc$  N/A

Points Earned: 1.26 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?
<ul> <li>No bonus payout, or no bonus plan</li> <li>5% or less</li> <li>5-10%</li> <li>10-15%</li> <li>15-20%</li> <li>&gt;20%</li> <li>● Bonuses were paid to non-executive workers, despite the company not earning a profit</li> </ul> Points Earned: 1.26 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%

Points Earned: 0.31 of 1.26

○ 50-74% ○ 75-99% ○ 100% ○ N/A

# **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: 0.94 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?

☐ Direct deposit
Access to free or affordable banking services or payroll cards (e.g. free ATM debit card)
☐ Financial management tools or coaching
Emergency or short-term savings programs
☐ Low-interest or interest-free loans
Debt management, refinancing, or loan payment contributions
Employer match for deposits into savings accounts
Paychecks issued off-schedule on a need basis
☐ Tax preparation services
Other - please describe
☐ None of the above
✓ N/A - We do not employ hourly workers

Points Available: 0.63

Check all that apply.

# Health, Wellness, & Safety

**OPERATIONS** 

9.7

#### **Government Provision Of Healthcare**

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

Universal Provision of Basic Healthcare Services (e.g. United Kingdom)
 Government-mandated or -provided health insurance programs (e.g. Switzerland)
 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?

O<75%

O 75-84%

085-94%

95%+

Points Earned: 1.18 of 1.18

#### **Supplementary Health Benefits**

••
What benefits does your company provide to all full-time tenured workers to supplement government programs?
Disability coverage or accident insurance
Life insurance
Private dental insurance
✓ Private supplemental health insurance
Extension of health benefits to spouse and children
Access to local medical services or clinic (on-site or subsidized)
✓ Other - please describe
□ None of the above
Points Earned: 1.18 of 1.18
Supplementary Health Benefits Eligibility for Part-Time Workers  When do part-time workers become eligible to participate in the supplementary benefits offered by your
company?
If applicable, please select one answer indicating tenure requirements (answers 1-2), and one answer indicating weekly hour requirements (answers 3-4).
Part-time workers are not eligible at time of hire, but become eligible to participate within their first 6 months of employment
✓ Part-time workers are eligible to participate at time of hire
Part-time workers are only eligible if they work more than 20 hours a week
✓ Part-time workers are eligible even if they work less than 20 hours a week
We do not offer supplementary health benefits to part-time workers
☐ N/A - We don't have part-time employees
Points Earned: 1.18 of 1.18

# **Worker Safety Practices**

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

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

Points Earned: 1.18 of 1.18

## **Health and Safety Program**

What is required in your company's formal safety and health program?  Annual safety and health training for all workers, including at least one emergency drill per year  Data on injury, accident, lost, or absentee days are recorded and made transparent for all workers  Formal safety reporting system for employees to submit their safety concerns  A safety position, safety committee, or safety program representative who reports to a senior level position (e.g. Vice Presidential)  A documented standard procedure for investigating the root causes of accidents and major incidents	∍nt or
✓ 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)	∍nt oi
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)	∍nt oı
✓ A safety position, safety committee, or safety program representative who reports to a senior level position (e.g. Vice President)	ent oi
higher)	ent or
✓ A decumented standard procedure for investigating the reat equate of equidents and major incidents	
Implementation of corrective actions after an incident is investigated	
✓ An annual evaluation of the safety and health system and includes senior management in the evaluation	
☐ We have no formal safety and health program	
Points Earned: 2.35 of 2.35	
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 are made aware of all health risks associated with handling hazardous materials	
We monitor the health of all workers who work with hazardous materials and provide them with annual health check-ups	
Other - please describe	
□ None of the above	
□ N/A - No hazardous or dangerous materials used on-site	
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	

## **Machinery Practices**

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

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

✓ All workers who use equipment receive initial and ongoing training on proper operation and emergency shut-off of the machinery
✓ All workers are required to wear appropriate protective gear, including clothing, eye, and foot protection, when working with machinery
✓ We regularly inspect whether our workers are using appropriate protective gear and operating machinery correctly
✓ Our machinery is checked at least once per year for necessary maintenance issues
✓ Signs regarding hazards and proper use of equipment are posted on or near equipment in the local language

Other - please describe

None of the above

Points Earned: 1.18 of 1.18

#### **Indoor Air Quality Monitoring**

Does the company monitor indoor environmental quality to ensure a healthy and comfortable work space and avoid "Sick Building Syndrome"?

Select N/A if you	nave no facilities
O Yes	
○ No	
○ N/A	

Points Earned: 0.59 of 0.59

**OPERATIONS** 

# **Career Development**

2.4

## **Formal Employment**

What percentage of individuals working for the company are formally employed on the payroll of the company?

0%

01-24%

025-49%

O 50-74%

○ 75-99%

0 100%

Points Earned: 0.50 of 0.50

## **Professional Development Policies and Practices**

Does your company provide any of the following training opportunities to workers for professional development?

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

✓ We have a formal onboarding process for new employees

✓ We offered ongoing training on core job responsibilities to employees within the last year

We have a policy to encourage internal promotions and hiring for advanced positions (e.g. posting job openings internally first)

We provide cross-skills training for career advancements or transitions (e.g. management training for non-managers)

We provide non-career-specific life-skill training (e.g. financial literacy, English as a Second Language)

We facilitate or have an allocated budget for external professional development opportunities, (e.g. conference attendance, online trainings)

We provide reimbursements or programs for intensive continuing education credentials (e.g. college degrees, professional licensures)

☐ None of the above

Points Earned: 0.30 of 0.50

## Amount of Training for New Hires

mount of framing for New Files
hat was the average amount of training that a newly hired worker received in the past twelve months?
e average of both full-time and part-time employees.
O 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
ints Earned: 0.17 of 0.50
mployee Review Process
hich of the following is included or applies to your company's formal process for providing
erformance feedback to employees?
eck 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
ints Earned: 1.00 of 1.00
ternal Promotions

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

Exclude material owners in your calculation.

○0% O 1-5% O 6-15% 0 15%+

Points Earned: 0.50 of 0.50

#### **Intern Hiring Practices**

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

Check all that apply. If there is no third party living wage calculated for your country of operations, please do not select "payment of a living wage." We have a formalized policy or program outlining the objectives of internships or internship programs for participants We partner with education institutions to provide internship opportunities or work-study programs ☐ We pay interns a living wage Our interns receive formal performance reviews Our interns have a formal opportunity to provide feedback on experience We have hired interns on as full-time permanent employees in the past two years Intern tenures are restricted to not exceed one year if interns are not currently enrolled in school ☐ None of the above ✓ N/A - Our company does not employ interns Points Available: 0.50 **OPERATIONS Career Development (Salaried)** 0.4 **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

00% 01-24% 25-49% 050-74% 0 75%+ O Don't know

Points Earned: 0.30 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% 0 1-24% 0 25-49% 050-74% O 75%+

Points Earned: 0.15 of 0.60

# **Engagement & Satisfaction**

## **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: 0.25 of 0.25

## **Non-Discrimination Policy**

What is covered in your company's written non-discrimination policy on hiring and the workplace?

Please check all that apply.

- ✓ Gender
- ✓ Race
- Color
- Disability
- ✓ Political opinion
- ✓ Sexual orientation
- Age
- Religion
- ☐ HIV status
- We have no written non-discrimination policy

Points Earned: 0.25 of 0.25

# **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 nstructions.
Workers receive unpaid time off for secondary parental leave
Workers receive up to 2 weeks (or full pay equivalent) paid leave
☐ Workers receive between 2 to 5 weeks (or full pay equivalent) paid leave
✓ Workers 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: 0.40 of 0.50
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: 1.00 of 1.00
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
Workers have opportunity to elect member(s) to the Board of Directors
Other - please describe

Points Earned: 0.50 of 0.50

☐ None of the above

# **Worker / Management Conflict Mediation**

	es
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: 0.25 of 0.50	
Surveying and Benchmarking Engagement and Attrition  Does your company monitor and evaluate your worker satisfaction and engagement in any of the	
following ways?	
following ways?  Your answers determine which future questions in the assessment are applicable to your company.	
Your answers determine which future questions in the assessment are applicable to your company.	
Your answers determine which future questions in the assessment are applicable to your company.  We calculate employee attrition rate	
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	
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	
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	
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	

## **Departed Employees**

Points Earned: 0.25 of 0.50

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

mployee Satisfaction
hat percent of your employees are "Satisfied" or "Engaged"?
elect N/A if satisfaction or engagement is not formally surveyed.
O<65%
65-80%
O 81-90%
O 90%+
○ N/A
oints Earned: 0.50 of 1.00
abor Practices Review
ave your company's labor practices been certified or reviewed by an independent third party in the lasvelve months?
○ Yes
No     No

# **Engagement & Satisfaction (Salaried)**

**OPERATIONS** 

1.9

# **Number of Paid Days Off**

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

Points Available: 0.50

O 16-22 work days

23-29 work days

30-35 work days

○ 36+ work days

Points Earned: 0.90 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: 1.00 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.

# **Community**

OPERATIONS

# **Community Impact Area Introduction**

0.0

This section of the assessment identifies specific ways that a company's business model may be designed to deliver a specific, material, positive impact for their community.

#### **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

O No

Points Available: 0.00

**OPERATIONS** 

3.7

# **Diversity, Equity, & Inclusion**

## **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
- We don't ask about incarceration history during our application process
- We conduct anonymous or "blind" reviews of applications or resumes without attaching names or identifiable characteristics
- ✓ We actively recruit through organizations or services that serve individuals from underrepresented populations
- We conduct analyses of our job description language and requirements to ensure they are inclusive and equitable
- ☐ None of the above

Points Earned: 0.61 of 0.61

## **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
$\hfill \square$ Majority owned by individuals from underrepresented racial or ethnic minorities
☐ Majority owned by other underrepresented individuals (veterans, LGBT, etc.)
✓ None of the above

Points Available: 0.61

# **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: 0.61 of 0.61
Management of Diversity, Equity, and Inclusion
low 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
<ul><li>☐ We specifically analyze diversity, equity, and inclusion data for individuals who are part of multiple underrepresented groups</li><li>☐ None of the above</li></ul>
Points Earned: 0.15 of 0.61
Measurement of Diversity
Vhat attributes of a diverse workforce does your company track, either through anonymous surveys or
ther methods legal in your jurisdiction?
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

Points Earned: 0.45 of 0.61

Other - please describe

None of the above

✓ Gender✓ Age

Workers from Ethnic or Racial Minorities
What percentage of your workforce identifies as being from a racial or ethnic minority?
<ul> <li>○ 0%</li> <li>○ 1-9%</li> <li>○ 10-19%</li> <li>○ 20-29%</li> <li>○ 30%+</li> <li>○ Don't Know</li> </ul> Points Earned: 0.30 of 0.61
Points Earned: 0.30 of 0.61
Women Workers
How many of your workers identify as women?
○ 0% ○ 1-9% ○ 10-24% ○ 25-39% ○ 40-49% ○ 50%+ ○ Don't know  Points Earned: 0.61 of 0.61
Age Diversity in Workforce
What percentage of your workforce is either under the age of twenty four or over the age of fifty?
<ul> <li>○ 0%</li> <li>○ 1-9%</li> <li>○ 10-19%</li> <li>○ 20-29%</li> <li>○ 30%+</li> <li>○ Don't Know</li> </ul>
Points Available: 0.61

# **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 0 16-20x O 11-15x ○ 6-10x ○ 1-5x Points Earned: 0.15 of 0.61 **Female Management** How many of your company managers identify as women? ○ 0% 01-9% 0 10-24% O 25-39% 040-49% 0 50%+ O Don't know O N/A Points Earned: 0.61 of 0.61

## **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%
O 1-9%
O 10-19%
020-29%
○30%+
O Don't know

Female Directors
How many of your company Board Directors identify as women?
<ul> <li>○ 0%</li> <li>○ 1-9%</li> <li>○ 10-24%</li> <li>○ 25-39%</li> <li>○ 40-49%</li> <li>○ 50%+</li> <li>○ Don't know</li> <li>○ N/A</li> </ul> Points Available: 0.61
Directors from Underrepresented Populations
How many of your company Board Directors identify as from another underrepresented social group?
If collecting this type of demographic data is not legal in your jurisdiction, select N/A.
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?
<ul> <li>✓ We track diversity of ownership among our suppliers</li> <li>✓ We have a policy to give preferences to suppliers with ownership from underrepresented populations</li> <li>□ We have formal targets to make a specific percentage of purchases from suppliers with diverse ownership</li> <li>✓ We have a formal program to purchase and provide support to suppliers with diverse ownership</li> <li>□ None of the above</li> <li>□ N/A - Collecting supplier data or having preferential treatment policies is illegal in my country of operations</li> </ul>

Points Earned: 0.23 of 0.30

#### **Supplier Ownership Diversity**

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

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

Points Earned: 0.08 of 0.61

**OPERATIONS** 

# **Economic Impact**

1.3

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

We realize that for companies with more than one office, the definition of local involvement is a more complicated one to answer. Please tell us a bit about the structure of your company geographically.

We realize that for companies with more than one office, the definition of local involvement is a more complicated one to answer. Please tell us a bit about the structure of your company geographically. 100% located in São Pau

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: 0	
☐ We do not track this	

#### **Job Growth Rate**

How many of your company's full-time and part-time jobs were newly created over the last twelve months AND pay at least 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)

O 1-14%

O 15-24%

0 25%+

Points Available: 2.67

#### Non-accredited Investor Ownership

What percentage of the company is owned by individuals who would qualify as non-accredited investors?

0%

O 1-9%

010-24%

O 25-49%

O 50%+

O Don't know

Points Available: 1.33

#### **Local Ownership**

Is the majority (over 50%) of the company's ownership located locally to at least two-thirds of the company's workforce?

O Yes

O No

O Don't know

Local Purchasing and Hiring Policies
What written local purchasing or hiring policies does your company have in place?
<ul> <li>□ Written preference at each facility to purchase from local suppliers</li> <li>□ Formal targets or goals for the amount of local purchasing</li> <li>□ Ready-to-use lists of preferred local suppliers and vendors for specific facilities</li> <li>□ Written preference for hiring and recruiting local managers with equitable compensation</li> <li>□ Preference for hiring and recruiting local staff (management and non-management) with training for employees</li> <li>□ Incentives for staff to live within 40 km of local company facility</li> <li>□ Other - please describe</li> <li>✓ No written local purchasing or hiring policies in place</li> </ul> Points Available: 0.67
National Sourcing
What percentage of your company's Cost of Goods Sold (including value-adding activities) was spent within the country of operations, from in-country registered companies or national citizens?
<ul> <li>○ 0%</li> <li>○ 1-19%</li> <li>○ 20-39%</li> <li>○ 40-59%</li> <li>○ 60-79%</li> <li>○ 80%+</li> </ul>
Points Earned: 1.33 of 1.33
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?
<ul> <li>&lt;20%</li> <li>○ 20-39%</li> <li>○ 40-59%</li> <li>○ 60%+</li> <li>○ Don't know</li> </ul>
Points Available: 1.33
Focus on Local Customers
Do a majority of your customers live locally to your company's headquarters or production facilities?
○ Yes ● No

# **Civic Engagement & Giving**

## **Corporate Citizenship Program**

How does your company take part in civic engagement?

low 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 Farned: 0.53 of 0.53

## **Civic Memberships and Partnerships**

Does your company have membership or a civic partnership with any of the following types of organizations?

Check all that apply.

None

Business or trade association
Chamber of Commerce
Governmental institution
Local academic institution
Cooperative
Other - please describe

Points Earned: 0.27 of 0.27

Community Service Policies and Practices	
How does your company manage employee community service?	
<ul> <li>□ We have hosted or organized company service days in the last year</li> <li>□ The company offers paid time off for community service</li> <li>□ 20 hours or more a year of paid time off</li> <li>□ Our company monitors and records total volunteer hours</li> <li>✓ Our company has set community service or pro-bono targets</li> <li>✓ Other - please describe</li> <li>□ None of the above</li> </ul> Points Earned: 0.19 of 0.53	
% of Employees Volunteer Service What percentage of employees took paid time off for volunteer service last year?	
○ 0% ○ 1-24% ○ 35,40%	

Points Earned: 0.27 of 1.07

○ 50-74% ○ 75%+ ○ Don't know

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

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

This should include both paid 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 208

☐ We do not track this

## **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 2%+ of time Don't know  Points Earned: 0.36 of 1.07
Charitable Giving and Community Investment Policies and Practices
What are your company's practices regarding donations or community investments?
<ul> <li>We have a formal statement on the intended social or environmental impact of our company's philanthropy</li> <li>We have a formal donations commitment (e.g. 1% for the planet)</li> <li>We match individual workers' charitable donations</li> <li>We allow our workers or customers to select charities to receive our company's donations</li> <li>We have screening practices for charitable contributions or impact measurement mechanisms for our community investments</li> <li>✓ None of the above</li> </ul>
Points Available: 0.53
Relative Input for Community Investments
If you use an independent methodology to measure total commitment to community investment, what is the equivalent % of revenue contributed in the form of community investment?
<ul> <li>None</li> <li>Less than 0.1% of revenues</li> <li>○ 0.1-0.4% of revenues</li> <li>○ 0.5-0.9% of revenues</li> <li>○ 1-1.9% of revenues</li> <li>&gt;2%</li> </ul>

Points Earned: 0.13 of 1.07

#### % of Revenue Donated

What was the equivalent percentage of revenue donated to charity during the last fiscal year
--

Please include tax deductible in-kind donations but do not include pro bono time.

O No donations last fiscal year

Less than 0.1% of revenue

0.1-0.4% of revenue

0.5-0.9% of revenue

1-1.9% of revenue

○ 2%+ of revenue

O Don't know

Points Earned: 0.43 of 2.13

#### **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.

#### **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 stand	ards 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: 0.27 of 0.27

# **Supply Chain Management**

**OPERATIONS** 

4.3

# **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
Points Available: 0.00
Social or Environmental Screening of Suppliers
good and a supplied of the sup
Does your company screen or evaluate Significant Suppliers for social and environmental impact?
Does your company screen or evaluate Significant Suppliers for social and environmental impact?  This question determines the set of supplier-focused questions your company will respond to.  Yes
Does your company screen or evaluate Significant Suppliers for social and environmental impact?  This question determines the set of supplier-focused questions your company will respond to.   Yes  No
Does your company screen or evaluate Significant Suppliers for social and environmental impact?  This question determines the set of supplier-focused questions your company will respond to.  Yes  No  Points Available: 0.00
Does your company screen or evaluate Significant Suppliers for social and environmental impact?  This question determines the set of supplier-focused questions your company will respond to.  Yes No  Points Available: 0.00  Supplier Screen Topics
Does your company screen or evaluate Significant Suppliers for social and environmental impact?  This question determines the set of supplier-focused questions your company will respond to.  Yes  No  Points Available: 0.00  Supplier Screen Topics  What does your company formally screen for regarding the social or environmental practices and performance of your suppliers?
Does your company screen or evaluate Significant Suppliers for social and environmental impact?  This question determines the set of supplier-focused questions your company will respond to.  Yes No  Points Available: 0.00  Supplier Screen Topics  What does your company formally screen for regarding the social or environmental practices and performance of your suppliers?  Compliance with all local laws and regulations, including those related to social and environmental performance
Does your company screen or evaluate Significant Suppliers for social and environmental impact?  This question determines the set of supplier-focused questions your company will respond to.  Yes  No  Points Available: 0.00  Supplier Screen Topics  What does your company formally screen for regarding the social or environmental practices and performance of your suppliers?
Does your company screen or evaluate Significant Suppliers for social and environmental impact?  This question determines the set of supplier-focused questions your company will respond to.  Yes  No  Points Available: 0.00  Supplier Screen Topics  What does your company formally screen for regarding the social or environmental practices and performance of your suppliers?  Compliance with all local laws and regulations, including those related to social and environmental performance  Good governance, including policies related to ethics and corruption
Does your company screen or evaluate Significant Suppliers for social and environmental impact?  This question determines the set of supplier-focused questions your company will respond to.  Yes  No  Points Available: 0.00  Supplier Screen Topics  What does your company formally screen for regarding the social or environmental practices and performance of your suppliers?  Compliance with all local laws and regulations, including those related to social and environmental performance  Good governance, including policies related to ethics and corruption  Positive practices beyond what is required by regulations (e.g. environmentally-friendly manufacturing process, excellent labor
Does your company screen or evaluate Significant Suppliers for social and environmental impact?  This question determines the set of supplier-focused questions your company will respond to.  Yes No  Points Available: 0.00  Supplier Screen Topics  What does your company formally screen for regarding the social or environmental practices and performance of your suppliers?  Compliance with all local laws and regulations, including those related to social and environmental performance Good governance, including policies related to ethics and corruption Positive practices beyond what is required by regulations (e.g. environmentally-friendly manufacturing process, excellent labor practices)

Points Earned: 0.67 of 0.89

## **Supplier Evaluation Practices**

nat methods does your company use to evaluate the social or environmental impact of your ippliers?
☐ We share policies or rules with suppliers but we don't have a verification process in place
✓ We require suppliers to complete an assessment we designed
✓ We use third-party risk or impact assessment tools (Sedex, BIA)
✓ We conduct routine audits or reviews of suppliers at least every two years
✓ We have third parties conduct routine audits or reviews of suppliers at least every two years
Other (please describe)
☐ None of the above

Points Earned: 0.89 of 0.89

#### **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

Points Available: 0.00

#### **Supplier Code of Conduct**

Is there a formal written Supplier Code of Conduct policy that specifically holds your company's suppliers accountable for social and environmental performance?

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



 $\bigcirc$  No

Points Earned: 0.89 of 0.89

## **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
oints Earned: 0.37 of 0.44

## % of Suppliers with Programs to Improve Impact

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

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

Points Earned: 0.22 of 1.78

## **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 12 months.
O Average tenure of supplier relationships is greater than 12 months.
O Average tenure of supplier relationships is greater than 36 months.
O Average tenure of supplier relationships is greater than 60 months.
Our company has had a relationship with a majority of our suppliers (on a currency basis) since our first year of operations
O Don't Know

Points Earned: 0.89 of 0.89

Supplier Certifications	
During the last fiscal year, what percentage of your Significant Suppliers (on currency basis) internationally-recognized product certifications?	had
Select 0% if you do not know whether your Significant Suppliers are certified.  0%  1-24%  25-49%  50-74%  75%+  Don't know	
Points Earned: 0.44 of 0.89	
Environment	
<b>Environment Impact Area Introduction</b>	OPERATION <b>0.0</b>
This section allows your company to provide data on its energy use, carbon footprint and waste managem	ent.
Type of Facilities	
What kind of facilities does your business primarily operate in?	
Your answers determine which future questions in the assessment are applicable to your company.  Company-owned office space Leased office space Co-working Space Virtual or home offices	
Points Available: 0.00	
Environmental Business Model	
Are your company's products or process structured to restore or preserve the environment in following ways?	any of the
Answering affirmatively will opt you into additional sections of the B Impact Assessment with more specific questions about to Business Model.	-
Through a manufacturing, wholesale or agriculture process which is designed to significantly reduce environmental in	nnact

Points Available: 0.00

 $\square$  None of the above

compared to typical practices for the industry

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

#### **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? it limits drastically the usi

Points Available: 0.00

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

Is the environmental impact you've described part of your products' or services' impact, 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)

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 attribute.

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 food, non-toxic cleaners)
☐ Educates, measures, researches, or provides information to solve environmental problems (e.g. environmental consulting or
auditing)
☐ None of the above

## **Toxin / Pollution Reduction Overview**

Tell us more about how your product or service reduces use of toxic or hazardous substances, prevents pollution or remediates discharges to air, land or water

Tell us more about how your product or service reduces use	of toxic or hazardous substances, prevents pollution or remediates
discharges to air, land or water Orgânicos	

Points Available: 0.00

#### **Direct Impact on Less Toxic or Toxin Remediation**

Is being less toxic or providing toxin remediation 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

O No, it is indirect as a result of one of the other answers options selected

Points Available: 0.00

**OPERATIONS** 

## **Environmental Management**

4.2

#### **Facility Environmental Efficiency**

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

Points Earned: 0.59 of 1.18

#### **Virtual Office Stewardship**

How does your company encourage good environmental stewardship in how employees manage their virtual offices?

- We have a written policy encouraging environmentally preferred products and practices in employee virtual offices (e.g. recycling)
- Our company shares resources with employees regarding environmental stewardship in home offices (e.g. energy efficiency)
- We have a policy in place for the safe disposal of e-waste and other hazardous materials purchased for employee home offices
- Employees are provided with a list of environmentally-preferred vendors for office supplies
- ☐ None of the above
- □ N/A

Points Earned: 2.35 of 2.35

## **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	

Points Earned: 0.39 of 2.35

#### **Environmentally Certified Products**

We have no environmental management system

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

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

0%

01-24%

O 25-49%

**0** 50-74%

○ 75%+

O N/A

Points Earned: 0.88 of 1.18

#### **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
Р	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 assesesm selected in the previous question?	
<ul> <li>○ 0%</li> <li>○ 1-20%</li> <li>○ 21-49%</li> <li>○ 50-74%</li> <li>○ 75-99%</li> <li>○ 100%</li> <li>○ N/A</li> </ul>	
Points Available: 2.35	
Air & Climate	OPERATIONS 2.4
Monitoring Energy Usage	
Does your company monitor, record, or report its energy usage?	
Include electricity and other energy consumption from heating, hot water, etc. Your answers determine which future quest assessment are applicable to your company.	ions in the
✓ We do not currently monitor and record usage	
	e being
<ul><li>☐ We monitor usage and have set absolute reduction targets regardless of company growth</li><li>☐ We have met specific reduction targets during the reporting period</li></ul>	
Points Available: 0.65	
Electricity Sources	
From what sources does your company get its electricity?	
Please check all that apply.	
Diesel-generators	
✓ Municipal power grid (sources unknown or not renewable)	
✓ Municipal power grid (at least 10% of municipal power is generated from renewable sources such as solar, wind or hydropower)	small-scale
☐ Bio-fuel or other clean or renewable-based generators ☐ Renewable energy sources (including on-site renewable)	
— Fromowable chargy sources (indicaling on-site refiewable)	

Points Earned: 0.49 of 0.65

Other - please describe

# **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% 0 1-24% 25-49% O 50-74% O 75-99% 0 100% O Don't Know Points Available: 0.33 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% 0 1-24% 25-49% 050-74%

Points Earned: 0.26 of 1.30

○ 75-99% ○ 100% ○ Don't know

#### **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)
O 100% (all equipment)
O N/A - No new equipment purchased

Points Earned: 0.11 of 0.33

# **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
☐ 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 have met the specific reduction targets set during this reporting period
We have achieved carbon neutrality
Points Available: 0.65
Greenhouse Gas Emissions Reduced
What percentage of Scope 1 and 2 GHG emissions has been saved due to efficiency improvements
implemented by your company?
O <sub>0</sub> %
O 1-4%
O 5-9%
O 10-14%
O 15-20%
O 20%+
On't Know
Points Available: 1.30
Shipping Policies
Has your company implemented an environmentally-efficient shipping or distribution policy?
Yes
○ No
Points Earned: 0.33 of 0.33

# **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?
<ul> <li>□ We collaborate with or require suppliers to collect data and report on greenhouse gas emissions</li> <li>□ We screen suppliers to reduce greenhouse gas emissions (e.g. performance of suppliers, selection of materials, source locations)</li> <li>□ We provide support or resources for our supply chain in adopting greenhouse gas minimized operations (e.g. online tools, applyin questionnaires and surveys, collaborating in industrywide surveys)</li> <li>□ We audit and provide help to suppliers to complete corrective actions</li> <li>✓ None of the above</li> </ul>
Points Available: 0.65
Supply Chain GHG Management
Has your company taken action to track and manage the greenhouse emissions produced through you supply chain? (absolute reduction)
<ul> <li>✓ We don't track or evaluate greenhouse emissions from our supply chain</li> <li>☐ We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material risk contribution of greenhouse gas emissions</li> <li>☐ We have purchased certified carbon credits to offset some or all of the greenhouse gas emissions from our supply chain</li> <li>☐ We set targets for reducing greenhouse gas emissions through our supply chain</li> <li>☐ We have seen a reduction in GHG emissions in our supply chain in the last twelve months</li> <li>☐ We have achieved a carbon-neutral supply chain</li> </ul>
Points Available: 0.65
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% ⑤ 1-9% ○ 10-19%
O 20-29%

Points Earned: 0.33 of 1.30

○ 30%+ ○ Don't know

Sourcing % raw	materials from	Local	<b>Suppliers</b>
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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%	
<b>1</b> -9%	
O 10-19%	
O 20-29%	
○ 30%+	
O Don't know	

Points Earned: 0.33 of 1.30

## **Managing Impact of Transportation**

Has your company adopted any of the following techniques for minimizing the transportation-related environmental impact of its distribution and supply chain?

Please check all that apply.

and officer an inat approx
Utilize clean or low-emission vehicles (e.g. hybrid, LPG, electric) to transport and distribute product
✓ Utilize strategic planning software to minimize fuel usage and shipping footprint
Train drivers and handlers in fuel efficient techniques
✓ Utilize freight or shipping methods with lower environmental impacts (e.g. avoiding air shipment)
✓ Other - please describe
☐ None of the above

Points Earned: 0.60 of 0.65

## **Types of Carbon Credits Purchased**

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

☐ Voluntary Carbon Credits☐ Certified Carbon Credits✓ None

Points Available: 0.33

**OPERATIONS** 

Water 0.5

# **Monitoring and Managing Water Use**

Does your company monitor and manage your water usage?

Your answers determine which future questions in the assessment are applicable to your company.
✓ We do not currently monitor and record water usage
☐ We regularly monitor and record water usage but have not set any reduction targets
We monitor and record water usage and have set specific reduction targets relative to previous performance (e.g. a 5% reduction of water usage from baseline year)
We regularly monitor and record emissions and have set science-based targets necessary to achieve sustainable usage linked to our local watershed
☐ We have met specific reduction targets set during this reporting period
Points Available: 1.75
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?
✓ 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
$\square$ 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

## **Supply Chain Water Improvement**

What practices has your company implemented for a majority of suppliers (on a cost basis) the water footprint of your supply chain?	o reduce
<ul> <li>□ We collaborate with or require suppliers to collect data and report on water footprint</li> <li>□ We screen suppliers to fit good water management practices (e.g. individual supplier practices, materials and ingred in context of water scarcity)</li> <li>□ We provide support or resources for supply chain in adopting water management (e.g. online tools, applying question surveys, collaborating in industrywide surveys)</li> <li>□ We audit and provide help to suppliers to complete corrective actions</li> <li>✓ None of the above</li> </ul>	
Points Available: 1.75	
Land & Life	OPERATIONS 5.9
Waste Disposal Methods	
How does your company dispose of a majority of non-hazardous waste or garbage?	
□ Incinerate, burn, or dispose on-site (uncertified) □ Third-party garbage collection with no certification for disposal  ✓ Municipal garbage collection ✓ Composting garbage □ Private third-party disposal with certified responsible disposal that can be documented □ On-site disposal that is compliant with internationally-accepted methods (third-party reviewed or audited) ✓ Waste is separated and recycled or reused for company's own production or donated/provided to other facilities □ Other - please describe	
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	
We regularly monitor and record waste production but have not set any reduction targets	
	nance (e.g. a
☐ We regularly monitor and record waste produced and have set a zero waste target	

Points Available: 0.81

 $\hfill$  We produce zero waste to landfill / ocean

 $\hfill \Box$  We have met the specific reduction targets set during this reporting period

Recycling Programs
Does your company have any of the following recycle/reduce/reuse programs in 80% of the facilities?
<ul> <li>We recycle and reuse materials on-site with clearly-marked bins for use</li> <li>✓ We have a written recycle/reduce/reuse policy that is posted at plant facilities with clearly-marked bins</li> <li>Other - please describe</li> <li>None of the above</li> </ul>
Points Earned: 0.81 of 0.81
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?
<ul> <li>Yes</li> <li>No</li> <li>Already maximized - we have achieved Zero Waste</li> </ul>
Points Earned: 0.81 of 0.81
Supply Chain Wests Management
Supply Chain Waste Management
How does your company track and manage waste in your supply chain?
<ul> <li>We don't track the solid waste impacts of our supply chain</li> <li>✓ We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material areas of waste production</li> <li>✓ We have set targets for reducing solid waste in the supply chain</li> <li>□ We have seen a reduction of waste produced in our value chain in the past twelve months</li> <li>□ We have achieved zero waste or a closed-loop supply chain</li> </ul>
Points Earned: 0.41 of 0.81
Supply Chain Waste Improvement
What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce waste in your supply chain?
<ul> <li>□ We collaborate with or require suppliers to collect data and report on waste production</li> <li>✓ We screen or require suppliers to meet standards related to solid waste production</li> <li>□ We have implemented initiatives to reduce waste at the source or divert waste from landfills or incineration in the supply chain</li> <li>□ We audit and provide help to suppliers to complete corrective actions</li> </ul>

Points Earned: 0.20 of 0.81

## **Environment Impact Packaging**

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

impact	ntal
. 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	
pints Earned: 0.33 of 0.81	
of Reusable/ Recyclable Materials	
	olo.
/hat % of matarial /by valuma) is made of recyclable (and labeled as such) or hiodegradable mataris	
hat % of material (by volume) is made of recyclable (and labeled as such) or biodegradable material	ııs
hat % of material (by volume) is made of recyclable (and labeled as such) or biodegradable materia the areas where they are sold (product + packaging)?	ais
, , , , , , , , , , , , , , , , , , , ,	alo.
the areas where they are sold (product + packaging)?	113
the areas where they are sold (product + packaging)?  O <20%	113
the areas where they are sold (product + packaging)? <ul> <li>&lt;20%</li> <li>20-49%</li> </ul>	413
the areas where they are sold (product + packaging)? <ul> <li>&lt;20%</li> <li>20-49%</li> <li>50-74%</li> </ul>	ai3
the areas where they are sold (product + packaging)? <ul> <li>&lt;20%</li> <li>20-49%</li> <li>50-74%</li> <li>75-99%</li> </ul>	AIG.
the areas where they are sold (product + packaging)? <ul> <li>20%</li> <li>20-49%</li> <li>50-74%</li> <li>75-99%</li> <li>100%</li> </ul>	alo a
the areas where they are sold (product + packaging)? <ul> <li>20%</li> <li>20-49%</li> <li>50-74%</li> <li>75-99%</li> <li>100%</li> <li>Don't Know</li> </ul>	
the areas where they are sold (product + packaging)? <ul> <li>&lt;20%</li> <li>20-49%</li> <li>50-74%</li> <li>75-99%</li> <li>100%</li> <li>Don't Know</li> <li>N/A</li> </ul>	
the areas where they are sold (product + packaging)?   ②20%  ②20-49%  ○50-74%  ○75-99%  ○100%  ○Don't Know  ○N/A   Points Available: 0.81	

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

Points Earned: 0.81 of 1.63

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 Available: 0.81
Hazardous Materials On-Site
If your company uses any hazardous materials on site, check all of the procedures that your company follows.
Hazardous materials include chemicals, pesticides, and fertilizer. Select N/A if you use no hazardous materials and chemicals.
✓ Written procedures for safe storage, use and disposal of each hazardous material available in the national language(s) of work  ☐ All hazardous materials are kept in sealed containers in a locked storeroom located in a separate area from regular business activities
✓ All containers with hazardous materials are labeled, with instructions for proper storage, use and disposal  ☐ None of these procedures ☐ N/A
Points Earned: 0.54 of 0.81
Supply Chain Chemical Management
How does your company track and manage toxins or hazardous waste in your supply chain?
We don't track toxins or hazardous waste in our supply chain
✓ We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material risks of toxins and/or production of hazardous waste
☐ We have set targets for reducing toxins and hazardous waste in our supply chain
✓ We have verified that there are no harmful toxins or hazardous waste in our supply chain
Points Earned: 0.81 of 0.81
Supply Chain Chemical Improvement
What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce
toxins or hazardous waste in your supply chain?
☐ We collaborate with or require suppliers to collect data and report on chemicals
✓ We screen or require suppliers to meet standards related to toxins or hazardous waste
☐ We provide support or resources to reduce toxins in the supply chain (e.g.online tools, applying questionnaires and surveys, collaborating in industrywide surveys)
We audit and provide help to suppliers to complete corrective actions
☐ None of the above

Supply Chain Biodiversity Management
How does your company track and manage your supply chain's impact on biodiversity?
<ul> <li>✓ We don't evaluate our supply chain impact on biodiversity</li> <li>☐ We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material risks to biodiversity</li> <li>☐ We set targets for reducing impact on biodiversity through our supply chain</li> <li>☐ We have verified that our supply chain creates no (or positive) biodiversity impact</li> </ul> Points Available: 0.81
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?
<ul> <li>We collaborate with or require suppliers to collect data and report on biodiversity impact</li> <li>✓ We screen suppliers to fit good biodiversity practices</li> <li>□ 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)</li> <li>□ We audit and provide help to suppliers to complete corrective actions</li> </ul>
None of the above  Points Earned: 0.20 of 0.81
Toxin Reduction / Remediation - Impact Business Model MPACT BUSINESS MODELS 11.2
Recognizes products/services that reduce or remediates toxins or pollution
Toxin / Pollution Reduction Description
Which of the following product or service descriptions apply?

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

sessinent.
O Product minimizes need of toxic chemicals compared to market alternatives (non-GMO)
O Product/services use less toxic/hazardous chemicals or materials than market alternatives (e.g. non-toxic cleaners, organic food,
integrated pest management for agriculture)
O Product/service remediates environmental damage after discharges to air, land or water (e.g. brownfield remediation, oil spill clean-
up)
O Product/service directly prevents pollution or hazardous discharge (e.g. pollution management technologies)
These descriptions do not apply to our company's product/service (Skip the remainder of this section)

#### **Revenue from Toxin Reduction / Remediation**

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? 82% ☐ We do not track this Points Available: 0.00 **Tracking Environmental Metrics** Which of the following environmental metrics does your company track regarding the environmental impact of your product or service? Your answers determine which future questions in the assessment are applicable to your company. CO2 saved/offset by product/service (metric tons) Liters of water saved/offset by product/service kWh saved/off-set Metric tons of waste saved from landfill or incineration The average % toxic/hazardous material reduction or pollution prevention (by weight or volume) achieved by the product or service ✓ None of the above Points Available: 0.00 % Toxin Reduction What is the average % toxic/hazardous material reduction or pollution prevention (by weight or volume) achieved by the product or service? What is the average % toxic/hazardous material reduction or pollution prevention (by weight or volume) achieved by the product or service? 59 ☐ We do not track this

#### **Management of Toxin Reduction**

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

elect all that apply.
☐ We 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
oints Earned: 0.80 of 1.07

#### **Innovative Toxin Reduction / Remediation**

Is there something different or innovative about the company's basic product or 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 company's basic product or 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?

For many years Mãe Ter

Points Available: 0.00

#### **Customers**

**OPERATIONS** 

## **Customers Impact Area Introduction**

0.0

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

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

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

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

Yes

○ No

Points Available: 0.00

#### **Customer Focus of Product or Service**

Is this social or economic problem addressed for your customers and/or their beneficiaries?

If you answer "No" here, be sure to revisit the Environment and/or Community sections to ensure your business model impact is appropriately captured.

Yes

No, customers support in our ability to produce the impact we described but the primary beneficiaries are other stakeholders (i.e. we donate to charities based on sales to customers, or we use sales to buy fair trade ingredients)

Points Available: 0.00

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

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

How would you describe the positive outcome for customers created by your product/service? All our products are base

#### **Beneficial Product Type**

Which of the following most closely matches the outcome and/or problem solved for your customers as defined above?

Only select the ONE most relevant option for each product line. This will guide you to a series of questions specific to the type of impact you indicate you are creating. 🔲 Access to products/services that fulfill basic human needs for individuals without prior access (e.g. providers of electricity or clean drinking water to rural poor communities, affordable housing projects, waste and sanitation systems or disposal) ✓ Improved or maintained health and wellness (e.g. medical equipment, medical services and medicines, preventative health services or products, healthy living products, exercise and sporting products, prescription eyeglasses) Improved education or skills development (e.g. schools, textbooks, tutoring services, career leadership training, education tools, Increased economic opportunity for underserved groups (e.g. financial or insurance services or benefits consulting for the underserved, new mechanisms to connect products to market) Increased operational success or capital for purpose driven or underserved enterprises (e.g. impact investing or fundraising platforms, nonprofit accounting services) ☐ Increased social and/or environmental impact for businesses or other organizations (e.g. sustainability consulting) ☐ Increased access to arts, media, or culture (e.g. independent media, artisanal crafts, photography, information services) Improves market access through physical or technological infrastructure (e.g. mobile telecommunications, business technologies or software, roads, bridges, railways, ports, building and construction materials not previously available) ☐ None of the above Points Available: 0.00 **Health and Environmental Impact** Does the health impact of your product / service also have a significant positive environmental impact? Less toxic products, for example, have a positive environmental impact in addition to a human health impact, and are included in the Environment Products and Services Section instead of this section. O Yes No Points Available: 0.00 **Impact on Underserved Populations** Does your product or service benefit underserved populations, either directly or by supporting organizations that directly serve them? Answering affirmatively will opt you into additional sections of the B Impact Assessment with more specific questions about this Impact Business Model. Our products or services directly support underserved populations Our products or services support organizations that directly support underserved populations

Points Available: 0.00

None of the above

O Don't know

# **Total Customer Organizations Total Number of Customers** Organizations: Organizations: 1200 ☐ We do not track this Points Available: 0.00 **Total Customer Individuals**

**Total Number of Customers** 

Individuals:

Individuals: 5200000

☐ We do not track this

Points Available: 0.00

# **Customer Stewardship**

**OPERATIONS** 

3.7

#### **Managing Customer Stewardship**

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

- We have third party quality certifications or accreditations
- ✓ We have formal quality control mechanisms
- ☑ We have feedback / customer service feedback or complaint mechanisms
- We monitor customer or consumer satisfaction
- We assess the outcomes produced for our customers through the use of our product or service
- We have written policies in place for ethical marketing, advertisement, or customer engagement
- ✓ We manage the privacy and security of client / customer data
- None of the above

Points Earned: 0.45 of 0.45

## **Product 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.
O <sub>0%</sub>
O 1-9%
O 10-24%
O 25-49%
© 50-74%
○ 75-99%
O 100%
○ N/A
Points Earned: 0.64 of 0.91
Quality Assurance
Do you use an established third party methodology to manage quality assurance for your products or services?
Examples include PDSA, Six Sigma, DMAIC, TQM, Zero Defects, etc
Yes
○ No
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

Points Earned: 0.45 of 0.45

☐ 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	
oints Earned: 0.27 of 0.45	

#### **Managing Product Impacts**

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

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

Other

☐ None of the above

Points Earned: 0.45 of 0.45

## **Managing Marketing and Advertising**

Does the company have any of the following practices with regard to ensuring accurate, ethical, and positive marketing and advertising?

- Company makes transparent potential risks and negative impacts of products, including, when appropriate ingredient lists
- Company has formal policies to review the accuracy and ethics of marketing and advertising
- Company complies with independent marketing and advertising standards relevant to their sector or industry
- Company has programs in place to promote social and or environmental causes through its marketing and advertising
- Ompany 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: 0.45 of 0.45

#### **Data Usage and Privacy**

Does your company have any of the following to address data usage and privacy issues?
✓ Company has a formal publicly available data and privacy policy
Company makes all users aware of information collected, length of time it is preserved, how it's used, and whether and how it is shared with other entities (public or private)
All customers have option to decide how their data can be used
Company's all email list building and email marketing strategies are GDPR compliant
Other
☐ None of the above
□ N/A - Company does not collect sensitive data
Points Earned: 0.23 of 0.45
Data Security Management

#### 

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

☑ Data privacy is included in company wide risk management compliance processes

All employees with access to data are trained on data privacy policies

Company has a formal code of conduct that defines unauthorized uses of data

☐ Internal audits of data security

External audits of data security

☐ Simulated hacks on data security

Other

☐ None of the above

N/A - Company does not collect sensitive data

Points Earned: 0.38 of 0.45

## **Health & Wellness Improvement - Impact Business Model**

**IMPACT BUSINESS MODELS** 

0.6

Recognizes products/services that promote the health and wellness of individuals

#### **Health Product Description**

Which of the following best describes your health related product or service?

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

Our product reduces health risk, such as by producing healthy alternatives to products that are traditionally unhealthy or toxic to consumers (healthy food alternatives that meet rigorous government standards, BPA free, etc.)
Our product/service contributes to the positive development of individual health and well-being (wellness programs, sporting equipment)
Our product/service supports healthcare through improving the efficiency or access to healthcare systems (health insurance, drug tracking, hospital equipment, etc.)
Our product/service directly provides healthcare that cures or prevents illness/disability
O None of the above
Points Available: 0.00

#### **Severity Of Health Issue Addressed**

What is the severity of the health issue or issues addressed by your product/service?

Please click on "Explain This" for instructions. Your answer to this unscored question is combined with other answers to automatically calculate your score in this section of the assessment.

OLow
○ Mid
○ High
O My product/service enables healthcare that cures or prevents illnesses/disabilities of all kinds
• My product/service does not address a particular ailment, it contributes to overall positive health outcomes
O Don't know

Points Available: 0.00

#### **Extent of Positive Health Outcomes**

Which of the following best describes the extent to which your product/service contributes to the positive health outcome?

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

O My product/service has been demonstrated to effectively and substantially address the stated health problem, independent of other factors

• My product contributes to the stated positive health outcome, but does so dependent upon other resources/circumstances outside of our control

#### **Revenue from Health Product/Service**

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? 4% ☐ We do not track this Points Available: 0.00 **Tracking Beneficiaries** Does your company track the amount of any of the following beneficiary categories served? ☐ Individuals Households ☐ Communities ☐ Businesses or nonprofit organizations Governments ✓ None of the above Points Available: 0.00

## **Management of Health Outcomes**

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

Se

ect all that apply.
✓ We 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: 0.63 of 1.25

#### **Innovative Health Products**

Is there something different or innovative about the company's health 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 company's health 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?

Points Available: 0.00

## **Disclosure Questionnaire**

## **Disclosure Industries**

Disclosure questions on specific production and trade.

#### **Disclosure Alcohol**

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

Alcohol

O Yes

O No

Points Available: 0.00

### **Disclosure Tobacco**

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

Tobacco

O Yes

No

## **Disclosure Firearms Weapons**

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

Firearms, weapons or munitions

Yes
No

Points Available: 0.00

## **Disclosure Pornography**

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

Pornography

O Yes

O No

Points Available: 0.00

### **Fossil fuels**

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

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

O Yes

No

Points Available: 0.00

## **Genetically Modified Organisms**

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

Genetically modified organisms

O Yes

No

## **Biodiversity Impacts**

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

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

Points Available: 0.00

No

## **Energy and Emissions Intensive Industries**

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

Energy- and emissions-intensive industries

O Yes
No

Points Available: 0.00

#### **Water Intensive Industries**

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

Water-intensive industries

O Yes

Points Available: 0.00

## Illegal Products or Subject to Phase Out

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

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

O Yes

No

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

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

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

Points Available: 0.00

#### Other

No

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

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

O Yes

No

Points Available: 0.00

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

If you selected "Yes" previously, please provide a detailed explanation of the company's involvement here.

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

If you selected "Yes" previously, please provide a detailed explanation of the company's involvement here. N/A

Points Available: 0.00

## **Disclosure Practices**

Disclosure questions on sensitive practices.

## **No formal Registration Under Domestic Regulations**

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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

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

O Yes

No

### **Tax Reduction Through Corporate Shells**

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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 the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

Company withholds corporate financials from government

 $\bigcirc \, \mathrm{Yes}$ 

No

Points Available: 0.00

#### **Conduct Business in Conflict Zones**

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

Company operates in conflict zones

O Yes

No

Points Available: 0.00

#### Sale of Data

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

Company sells or provides access to consumer or user data

O Yes

O No

#### Facilities located in sensitive ecosystems

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

Company facilities are located adjacent to or in sensitive ecosystems

O Yes
No

Points Available: 0.00

## **Animal Testing**

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

Animal testing is conducted

O Yes

No

Points Available: 0.00

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

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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

O Yes

O No

Points Available: 0.00

## Workers paid below minimum wage

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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

O Yes

No

### No signed employment contracts for all workers

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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



Points Available: 0.00

## Payslips not provided to show wage calculation and deductions

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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

O Yes

O No

Points Available: 0.00

## Company prohibits freedom of association/collective bargaining

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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

O Yes

O No

Points Available: 0.00

## Workers cannot leave site during non-working hours

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

Company prohibits workers from freely leaving the site during non-working hours or at the end of their shift This includes workers who live on site.

O Yes

No

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

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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

O Yes

Points Available: 0.00

#### **Workers Under Bond**

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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

O Yes

No

Points Available: 0.00

## **Confirmation of Right to Work**

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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

O Yes

O No

Points Available: 0.00

## **Employs Individuals on Zero-Hour Contracts**

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

Company employs individuals on zero-hour contracts

O Yes

O No

## Company workers are prisoners

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

Company uses workers who are prisoners



Points Available: 0.00

## Company/Suppliers Employ Under Age 15 (Or Other ILO Minimum Age)

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

Company employs workers under the age of 15 (or other minimum work age covered by the International Labour Organization Convention No. 138) and/or company does not keep personnel records that include evidence of the date of birth of each

O Yes

No

Points Available: 0.00

## **Overtime For Hourly Workers Is Compulsory**

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

Overtime work is compulsory and exceeds 48 hours in a week

O Yes

O No

Points Available: 0.00

#### Other

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "Yes." If false, select "No."

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

O Yes

O No

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

If you selected "Yes" previously, please provide a detailed explanation of the company's engagement in these practices here.

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

If you selected "Yes" previously, please provide a detailed explanation of the company's engagement in these practices here.

N/A

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 the following statements are true regarding if the company has experienced any of the following in the past 5 years. Check all that apply. If the statement is true, select "Yes" If false, select "No".

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

O Yes

O No

Points Available: 0.00

### **Litigation or Arbitration**

Please indicate if the following statements are true regarding if the company has experienced any of the following in the past 5 years. Check all that apply. If the statement is true, select "Yes" If false, select "No".

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



○ No

### Company has filed for bankruptcy

Please indicate if the following statements are true regarding if the company has experienced any of the following in the past 5 years. Check all that apply. If the statement is true, select "Yes" If false, select "No".

Company has filed for bankruptcy

Yes
No

Points Available: 0.00

## **Bribery, Fraud, or Corruption**

Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.

Company has committed, been penalized for, or been accused of bribery, fraud, or corruption

O Yes
No

Points Available: 0.00

## **Anti-Competitive Behavior**

Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.

Penalties or allegations of anti-competitive behaviour

O Yes

Points Available: 0.00

## Financial Reporting, Taxes, Investments, or Loans

Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.

Penalties regarding financial reporting, tax payments, investments, or loans

O Yes

No

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

Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.

Penalties regarding political contributions or international affairs

O Yes

No

Points Available: 0.00

#### **Labor Issues**

Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.

Labor penalties, including safety and discrimination



Points Available: 0.00

#### Recalls

Please indicate if the following statements are true regarding if the company has experienced any of the following in the past 5 years. Check all that apply. If the statement is true, select "Yes" If false, select "No".

Recalls due to quality control issues



Points Available: 0.00

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

Please indicate if the following statements are true regarding if the company has experienced any of the following in the past 5 years. Check all that apply. If the statement is true, select "Yes" If false, select "No".

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



#### **Consumer Protection**

Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.

Penalties regarding consumer protection, including product safety and marketing claims

O Yes

No

Points Available: 0.00

## **Significant Layoffs**

Please indicate if the following statements are true regarding if the company has experienced any of the following in the past 5 years. Check all that apply. If the statement is true, select "Yes" If false, select "No".

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



O No

Points Available: 0.00

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

Please indicate if the following statements are true regarding if the company has experienced any of the following in the past 5 years. Check all that apply. If the statement is true, select "Yes" If false, select "No".

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



O No

Points Available: 0.00

## Large Scale Land Conversion, Acquisition, or Relocation

Please indicate if the following statements are true regarding if the company has experienced any of the following in the past 5 years. Check all that apply. If the statement is true, select "Yes" If false, select "No".

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





#### Penalties Assessed For Environmental Issues

Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.

Environmental management penalties, including animal welfare



Points Available: 0.00

## **Violation of Indigenous Peoples Rights**

Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.

Company has had allegations or penalties for infringing on indigenous people's rights, for instance by utilizing lands owned or used by indigenous peoples without full documented consent of such peoples

O Yes

O No

Points Available: 0.00

#### Other

Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.

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

O Yes

No

Points Available: 0.00

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

If you selected "Yes" previously, please provide a detailed explanation of the company's experience related to the previous statement here.

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

If you selected "Yes" previously, please provide a detailed explanation of the company's experience related to the previous statement here. N/A

# **Supply Chain Disclosure**

Disclosure questions concerning the significant suppliers of the company

#### Child or Forced Labor

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

#### **Business in Conflict Zones**

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

Operation in conflict zones

O Yes

No

O Don't Know

Points Available: 0.00

## **Negative Social Impact**

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

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

O Yes

No

O Don't Know

# **Negative Environmental Impact**

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

Practices or outcomes that produced substantial negative environmental impact

Yes
No
Don't Know