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### **Tailsco Ltd**

SCORE COMPLETION VERSION NAME SECTOR COMPANY SIZE 89.8 100% 6 Active Assessment Manufacturing 250-999

As wholly-owned subsidiary of Societe des produits Nestle, Tailsco Ltd 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 Tailsco Ltd as part of their certification as a B Corporation. Answers to questions that would reveal sensitive information (e.g. that would advantage competitors or prejudice litigation) are highlighted with a "Sensitive" textbox.

Sensitive

# Mission & Engagement

3.1

### **Level of Impact Focus**

Describe your company's approach to creating positive impact.

This is an unweighted question that will not impact your score and is asked only for research/benchmarking purposes. Ocreating positive social or environmental impact is not a focus for our business We occasionally think about the social and environmental impact of some aspects of our business, but not frequently. O We frequently consider our social and environmental impact, but it isn't a high priority in decision-making. We consistently incorporate social and environmental impact into decision-making because we consider it important to the success O We treat our social and environmental impact as a primary measure of success for our business and prioritize it even in cases where it may not drive profitability. Points Available: 0.00 **Mission Statement Characteristics** Does your company's formal, written corporate mission statement include any of the following? A formal written corporate mission statement is one that is either publicly facing or formally shared with the employees of the company. Please check all that apply. No social or environmental commitment A general commitment to social or environmental responsibility (e.g. to conserve the environment) A commitment to a specific positive social impact (e.g. poverty alleviation, sustainable economic development) A commitment to a specific positive environmental impact (e.g. reducing waste sent to landfills through upcycled products) A commitment to serve a target beneficiary group in need (e.g. low-income customers, smallholder farmers) We have no written mission statement Points Earned: 0.13 of 0.25

### **Mission Statement**

Please share the text of your formal mission statement here.

We're here to improve the lives of pets and their owners, and in so doing change the world of pet food for good, by ensuring feeding tails.com is always beneficial to pets, people and the planet

Points Available: 0.00

# **Social and Environmental Decision-Making**

How does your company integrate social and environmental performance into decision-making?

our answers determine which future questions in the assessment are applicable to your company.
Employee training that includes social or environmental issues material to our company or its mission
✓ Manager roles with job descriptions that explicitly incorporate social and environmental performance
✓ Performance reviews that formally incorporate social and environmental issues
Compensation and job descriptions of executive team members that include social and environmental performance
✓ Board of Directors review of social and environmental performance
☐ We measure our externalities in monetary terms and incorporate them into our financial balances
Other - please describe
☐ None of the above
Points Earned: 0.50 of 0.50
Social and Environmental Performance Training
How are social or environmental performance principles and practices incorporated into employee raining programs?
Please check all that apply.
Only included informally in orientation, training, or instruction
Specific, formal training is integrated into new employee and new manager training
Specific, formal training is integrated into ongoing employee and manager training
☑ Workers articulate goals and achievements related to social and environmental metrics as an individual or part of a workplace tea
☑ All supervisors and managers receive training on how to communicate social and environmental goals to employees and impleme
accountability for results
☐ None of the above
Points Earned: 0.50 of 0.50
Managers with Responsibilities to Mission
What percentage of full-time managers have social or environmental mission-related responsibilities or
expectations in their job descriptions?
O 0%
● 1-49%
O 50-99%
O 100%
Points Earned: 0.13 of 0.50

# 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? O 1-49% 50-99% 100% Points Earned: 0.25 of 0.50

# **Mission-driven Executive Compensation**

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

Please check all that apply.

None

Our CEO or President

Senior managers reporting to the CEO or President

Points Earned: 0.50 of 0.50

### **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?

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

Points Earned: 0.50 of 0.50

### **Stakeholder Engagement**

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

We report the results of stakeholder engagement on social and environmental performance to the highest level of oversight in the

☐ We publicly report on stakeholder engagement mechanisms and results
☐ Other - please describe

☐ No formal stakeholder engagement

Points Earned: 0.19 of 0.25

appropriate follow ups.

company, such as the Board

# **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: 0.48 of 0.50

### **Identification of Material Issues**

Based on the processes you have highlighted, what are the material issues that have been identified?

Within tails.com's materiality framework, we've used a Materiality Assessment to establish our core Materiality Sub Groups and the issues that each focus on. Each sub group is staffed by members of our Senior Team and has decision making / delegation authority. They are as follows: Consumers = Pet nutrition health and wellness; Quality assurance and product safety; Ethical marketing; Customer engagement. Our people = Human rights; Reward and benefits, and development of our team; Safety and health at work; Mental health and wellbeing; Diversity and inclusion. Value chain = Environmental sustainability; Modern slavery; Responsible sourcing; External supplier and retailer relationships. Business integrity = Business ethics and integrity; Privacy and ethical data management. Transparent interactions and communications = Internal interaction and communication; External engagement and advocacy including charities. Compliance = Governance; Effective Materiality.

**OPERATIONS** 

4.4

Points Available: 0.00

# Ethics & Transparency

### **Governance Structures**

What is the company's highest level of corporate oversight?

Owner or Manager Governed (including Board of Directors with only owners/ executives)

O Management, Executive Committee, or Democratic Governance

O Non-Fiduciary Advisory Board

OBoard of Directors (with at least one member who is not an executive or owner of the company)

Points Available: 0.46

### **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

Points Earned: 0.46 of 0.46

# **Instruction on Code of Ethics**

Points Earned: 0.46 of 0.46

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	e at least annually
✓ We instruct all newly hired workers on the Coo	de
✓ We instruct managers on the Code on an ongo	ping basis
✓ We instruct all non-managerial workers on the	Code on an ongoing basis
✓ We communicate changes to the Code whene	ever it is updated
Other - please describe	
☐ No Code of Ethics or equivalent, or no training	y on the Code
Points Earned: 0.46 of 0.46	
	ashment Deliev
<b>Breached Code of Ethics Brea</b>	achinent Policy
	hes to your company's Code of Ethics, what actions are formally
In cases where there are material breach	hes to your company's Code of Ethics, what actions are formally
In cases where there are material breach outlined for your company?	hes to your company's Code of Ethics, what actions are formally to Board of Directors
In cases where there are material breach outlined for your company?  Breaches, including case details, are reported	hes to your company's Code of Ethics, what actions are formally to Board of Directors publicly
In cases where there are material breach outlined for your company?  Breaches, including case details, are reported Breaches, including case details, are reported	hes to your company's Code of Ethics, what actions are formally to Board of Directors publicly via independent party
In cases where there are material breach outlined for your company?  Breaches, including case details, are reported Breaches, including case details, are reported Reported breaches are investigated promptly	hes to your company's Code of Ethics, what actions are formally to Board of Directors publicly via independent party and in breach
In cases where there are material breach outlined for your company?  Breaches, including case details, are reported Breaches, including case details, are reported Reported breaches are investigated promptly to the Employees are dismissed or disciplined if four	hes to your company's Code of Ethics, what actions are formally to Board of Directors publicly via independent party and in breach eterminated
In cases where there are material breach outlined for your company?  Breaches, including case details, are reported Breaches, including case details, are reported Reported breaches are investigated promptly Employees are dismissed or disciplined if four Contracts with business partners in breach are	hes to your company's Code of Ethics, what actions are formally to Board of Directors publicly via independent party and in breach eterminated
In cases where there are material breach outlined for your company?  Breaches, including case details, are reported Breaches, including case details, are reported Reported breaches are investigated promptly Employees are dismissed or disciplined if four Contracts with business partners in breach are Company makes improvements to anti-corrup	hes to your company's Code of Ethics, what actions are formally to Board of Directors publicly via independent party and in breach eterminated
In cases where there are material breach outlined for your company?  Breaches, including case details, are reported Breaches, including case details, are reported Reported breaches are investigated promptly Employees are dismissed or disciplined if four Contracts with business partners in breach are Company makes improvements to anti-corrupt Other - please describe	hes to your company's Code of Ethics, what actions are formally to Board of Directors publicly via independent party and in breach eterminated

# 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: 0.46 of 0.46 **Monitoring Ethics and Corruption** Does your company do any of the following with regard to monitoring and reporting on your anticorruption programme? Responsibility for the monitoring has been clearly assigned and resources have been made available Mechanisms are in place for continuous monitoring (internal employee self-evaluations, automated controls monitoring) The management of the company (e.g. Board of Directors, Audit Committee) review the results of internal and external reviews and ensure that required changes are implemented in an appropriate and prompt manner ✓ External independent assurance is conducted to provide further security to management and stakeholders regarding the effectiveness of the anti-corruption programme Regular reporting announcements about the program are made at least annually to relevant internal and external stakeholders (workshops, CEO announcement, newsletter) ☐ None of the above Points Earned: 0.28 of 0.46 **Audited Financials** Does the company produce financials that are audited annually by an internationally accredited Certified Public Accountant (CPA)? Yes O No

**Anti-Corruption Practices** 

Points Earned: 0.46 of 0.46

### **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, accounts payable, and inventory management

None of the above

Points Earned: 0.46 of 0.46

# **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: 0.46 of 0.46

## **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

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

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

☑ In addition to sharing financials, our company also has an intentional education program around shared financials

☑ In addition to sharing financials with employees, our company publicly reports its financial statements

Points Earned: 0.46 of 0.46

### **Impact Reporting**

Does your company p	oublicly share	information	on your	social o	r environmental	performance of	n an
annual hasis?							

✓ 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 Earned: 0.46 of 0.46

**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? 31 Dec 2022

Points Available: 0.00

# **Reporting Currency**

Select your reporting currency

British Pound - GBP

Points Available: 0.00

## **Revenue Year Before Last**

Total Earned Revenue

From the fiscal year before last

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

From the fiscal year before last

Sensitive

We do not track this

Points Available: 0.00

# **Revenue Last Year** Total Earned Revenue From the last fiscal year This question will be used for scored calculation questions later in the assessment. Please complete for accurate scoring. If your company has not yet completed its first fiscal year, please put \$0 From the last fiscal year Sensitive We do not track this Points Available: 0.00 **Net Income Last Year** Net Income From the last fiscal year If your company has not yet completed its first fiscal year, please put \$0 From the last fiscal year Sensitive ☐ We do not track this Points Available: 0.00

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

Net Income

From the fiscal year before last

From the fiscal year before last

Sensitive

☐ We do not track this

Points Available: 0.00

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?

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

- 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 that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)
- As an independent or publicly-owned business, amended corporate governing documents or adopted a legal entity that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)
- O None of the above

Points Earned: 7.50 of 10.00

### **Workers**

**OPERATIONS** 

# **Workers Impact Area Introduction**

0.0

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

# Majority Hourly vs. Salaried Workers

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

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

Fixed Salary

O Daily or hourly wage

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?

satisfactories stanning sorvices of independent sortifactore.
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
Independent Contractor Instructions
For the remainder of the Workers section, you should consider independent contractors that work for
the company 20+ hours per week over a 6+ month period as "employees" or "workers"
Ok, I will consider all independent contractors that meet these specifications in my responses to the remaining questions in the Workers section.
Points Available: 0.00
Werkere Import Dusiness Medel Introduction
Workers Impact Business Model Introduction
s your company structured to benefit its employees in either of the following ways?
Your answers determine which future questions in the assessment are applicable to your company.
Ownership structures that provide significant equity (>40%) and empowerment to all employees (e.g. employee-owned companies cooperatives)
Providing high quality jobs or professional development for individuals with chronic barriers to employment (workforce development)
programs)
✓ None of the above
Points Available: 0.00
# of Full Time Workers
Number of Total Full-Time Workers
Current Total Full-Time Workers
Please click "Learn More" to understand how to answer this question.
Current Total Full-Time Workers 335
☐ 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 Please click "Learn More" to understand how to answer this question. Total full-time workers twelve months ago 336 ☐ We do not track this Points Available: 0.00 # of Part Time Workers Number of Total Part-Time Workers **Current Total Part-Time Workers** Please click "Learn More" to understand how to answer this guestion. Current Total Part-Time Workers 87 ☐ We do not track this Points Available: 0.00 # of Part Time Workers Last Year Number of Total Part-Time Workers Total part-time workers twelve months ago Please click "Learn More" to understand how to answer this question. Total part-time workers twelve months ago 78 We do not track this Points Available: 0.00 # of Temporary Workers Number of Total Temporary Workers **Current Total Temporary Workers** Please click "Learn More" to understand how to answer this question. Current Total Temporary Workers 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	
Please click "Learn More" to understand how to answer this question.	
Total temporary workers twelve months ago 0	
☐ We do not track this	
Points Available: 0.00	
	OPERATION
Financial Security	7.4
Lawaat Daid Waga	
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? 11.95	
☐ 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 a living wage for an individual?	least the equivalent o
Please exclude students and interns in this calculation.	
O<75%	
O 75-89%	
<ul><li>○ 90-99%</li><li>● 100%</li></ul>	
○ N/A	

Points Earned: 2.52 of 2.52

# 

Points Earned: 2.52 of 2.52

100%N/A

075%+

### % Above the Minimum Wage

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

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

O 0% - Lowest wage is equivalent to minimum wage
O 1-9%
<b>1</b> 0-29%
30-49%
○ 50-75%

O N/A - We do not employ hourly workers

Points Earned: 0.50 of 1.26

# **Initiatives To Increase Wages and Benefits**

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

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

YesNoN/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 Note: Implemented a bonus scheme which applies to 2023 fiscal year. Points Available: 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% 01-24% 025-49% 050-74% O 75-99% 0 100% O N/A Points Available: 1.26

# **Retirement Programs**

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

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

Points Earned: 1.26 of 1.26

# **Financial Services for Employees**

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

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.	
✓ Direct deposit	
Access to free or affordable banking services or payroll cards (e.g. free ATM debit card)	
✓ Financial management tools or coaching	
Emergency or short-term savings programs	
☐ Low-interest or interest-free loans	
Debt management, refinancing, or loan payment contributions	
Employer match for deposits into savings accounts	
✓ Paychecks issued off-schedule on a need basis	
✓ Tax preparation services	
Other - please describe	
☐ None of the above	
□ N/A - We do not employ hourly workers	
Points Earned: 0.63 of 0.63	
Health, Wellness, & Safety  Government Provision Of Healthcare	7.0
How is healthcare provided in the country where the majority of employees reside?	
<ul> <li>Universal Provision of Basic Healthcare Services (e.g. United Kingdom)</li> <li>Government-mandated or -provided health insurance programs (e.g. Switzerland)</li> <li>None of the Above</li> </ul>	
Points Available: 0.00	
Healthcare Coverage	
What percentage of workers receive healthcare coverage either through a government plathe company?	an or paid by
If healthcare is covered through the company, only consider workers for which the company pays the majority of health	care costs.
O<75%	
O 75-84%	
O 85-94%	
<ul><li>○ 85-94%</li><li>○ 95%+</li></ul>	

Points Earned: 0.95 of 0.95

# **Supplementary Health Benefits**

What benefits does your company provide to all full-time tenured workers to supplement government programs?

50% of the expenses for the benefits listed or other benefits offered.
☐ Disability coverage or accident insurance
☐ Life insurance
Private dental insurance
Private supplemental health insurance
✓ Other - please describe
☐ None of the above
Points Earned: 0.10 of 0.95
Supplementary Health Benefits Eligibility for Part-Time Workers
When do part-time workers become eligible to participate in the supplementary benefits offered by your company?
If applicable, please select one answer indicating tenure requirements (answers 1-2), and one answer indicating weekly hour requirements
(answers 3-4).
(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 not eligible at time of hire, but become eligible to participate within their first 6 months of employment
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 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 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

### **Health and Wellness Initiatives**

Points Earned: 0.95 of 0.95

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

Check all that apply.
☐ We sponsor and encourage workers to participate in health and wellness activities during the workweek (e.g. walking or steps
programs)
✓ We offer incentives for workers to complete health risk assessments or participate in health and wellness activities (e.g., a fund fo
exercise equipment, subsidized gym membership)
✓ Employees have access to behavioral health counseling services, web resources, or Employee Assistance Programs
Spouses, partners, or children of employees are provided access to behavioral health counseling services, web resources, or
Employee Assistance Programs
✓ We have policies and programs in place to prevent ergonomic-related injuries in the workspace
Over 25% of workers have completed a health risk assessment in the last twelve months
☐ Management receives reports on aggregate participation in worker wellness programs
Other - please describe
Company does not offer any formal health and wellness initiatives
Points Earned: 0.95 of 0.95
Worksite Characteristics
What safety processes are in place at all of your company worksites?
At the beginning of every shift, a briefing with front-line workers is held to share new information or discuss the work for the day
✓ Results of hazard analyses or routine activities are documented
Dotential hazards are identified, analyzed, and managed when new materials or equipment are purchased or new processes are
implemented
✓ Workers have written permission to shut down unsafe processes
□ None of the above

### **Management Commitment to Health and Safety**

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

Select those that apply to all company worksites. We have a written safety and health policy to minimize on-the-job employee accidents and injuries Safety and health is integrated into our overall management planning process, and workers are involved in safety planning, resource allocation, audits, etc. Safety and health concerns are communicated through regular safety and health trainings ✓ We have specific safety and health program goals and objectives, with specific indicators to measure progress Senior management addresses safety issues through written communications or in company gatherings at least quarterly We have a formal safety reporting system for employees to submit their safety concerns Uur safety procedures are easily accessible for all on-site personnel, including workers, non-managerial staff, and visitors We participate in an external program demonstrating commitment and excellence in safety and health (e.g. Voluntary Protection Program) N/A - No manufacturing or wholesale facilities ☐ None of the above Points Earned: 0.95 of 0.95 **Health and Safety Audit Practices** Your company's practices related to inspections and audits include: Select those that apply to all company worksites. A written procedure for performing safety and health inspections ✓ Routine safety and health inspections at least quarterly ✓ Use of information discovered through analyses to improve safety processes (e.g. baseline hazards analysis, incident analysis, employee concerns, sampling results from inspections) ✓ Documentation of results of the routine inspections ☑ Inspection reports that clearly indicate what needs to be corrected, with documented accountability for closure N/A - No manufacturing or wholesale facilities

Points Earned: 0.95 of 0.95

None of the above

### **Tracking Hazards**

When eliminating	and tracking	hazards.	vour	company	/:
vviicii ciiiiiiiatiiia	i aira traoitiiro	i iuzuiuo.	v O G I	COLLIDALL	•

Select those that apply to all company worksites.

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

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

Points Earned: 0.95 of 0.95

# **Controlling Worker Exposure to Hazardous Material**

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

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

Points Earned: 0.32 of 0.48

### **Indoor Air Quality Audits**

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

Select all options that apply.

☐ No smoking within 25 feet of building entrances
☐ Indoor ventilation rates compliant with ASHRAE Standard 62.1 or EN 16798-1
☐ Minimum air intake separation distance compliant with ASHRAE Standard 62.1 or EN 16798-3
Operations and maintenance manual for ventilation equipment compliant with ASHRAE Standard 62.1
HVAC filters compliant with ASHRAE Standard 52.2 or ISO 16890
Temperature and relative humidity levels (PMV and PPD) in compliance with ASHRAE Standard 55 EN-16798 or ISO 7730
☐ Written IAQ complaint response policy
✓ None of the above

Points Available: 0.95

### **Evaluating Health and Safety Practices**

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

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

Points Earned: 0.95 of 0.95

# **Career Development**

**OPERATIONS** 

2.5

# **Professional Development Policies and Practices**

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

ur 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: 0.41 of 0.41

# **Amount of Training for New Hires** What was the average amount of training that a newly hired worker received in the past twelve months? Use average of both full-time and part-time employees. O No training On-the-job training (one day to one week) On-the-job training (one week to one month) Apprenticeship or technical training (over one month) O N/A - No new hires during the last 12 months Points Earned: 0.27 of 0.41 **Paid Professional Development Days** How many paid days of professional development do the majority of full time workers receive in a single year? 0 days 1-4 days 05-9 days 0 10+ days O No formal policy Points Earned: 0.14 of 0.41 **Management Training** What management training and coaching do new and existing managers regularly receive? Check all that apply. Providing ongoing praise and corrective feedback

- ✓ Conflict negotiation and resolution
- Group dynamics and optimal team functioning
- ✓ Performance evaluation systems
- Other please describe
- ☐ None of the above

Points Earned: 0.41 of 0.41

# **Employee Review Process**

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

Check all that apply
Check all that apply.
✓ Process has a regular schedule and is conducted at least annually
Peer and subordinate input
Written guidance for career development
Social and environmental goals
✓ Clearly-identified and achievable goals
☐ A 360-degree feedback process
✓ All tenured employees receive feedback
☐ None of the above
Points Earned: 0.49 of 0.82
Internal Promotions
What percentage of employees has been internally promoted within the last 12 months?
Exclude material owners in your calculation.
O 0%
O 1-5%
● 6-15%
O 15%+
Points Earned: 0.27 of 0.41
Intern Hiring Practices
How does your company manage the hiring and treatment of interns?
Check all that apply. If there is no third party living wage calculated for your country of operations, please do not select "payment of a
living wage."
✓ 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 Earned: 0.41 of 0.41

# **End of Employment Support** What are your formal company policies regarding employee termination and layoffs? ✓ We have a policy to provide written notice of employee performance prior to termination ✓ We have a policy to provide performance improvement plans or stated corrective time periods prior to termination We have a policy to provide at minimum 2+ weeks of severance per year of employment ✓ We provide outplacement services for terminated employees We don't have written termination or severance policies Points Earned: 0.13 of 0.21 **OPERATIONS Career Development (Salaried)** 8.0 **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% 025-49% 0 50-74% 075%+ O Don't know Points Earned: 0.14 of 0.19 **Cross-Job Skills Training Participation** Excluding newly hired workers, what % of full-time and part-time workers received the following types of formal training during the last 12 months? Skills-based training on cross-job functions beyond regular responsibilities (e.g. public speaking training, management training for non-managers) 00% 01-24% 025-49% 050-74% **0** 75%+

Points Earned: 0.19 of 0.19

O Don't know

# **Life Skill Training Participation**

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

# **Career Development Policies** What are your company's policies and practices around career development and promotion? Employees who seek to take a short-term leave or sabbatical will have their jobs guaranteed upon return Our company will make an effort to find a place for employees who seek to take a long-term leave or sabbatical upon their return Employees are able to make lateral moves or change career direction or pace when possible None of the above Points Earned: 0.19 of 0.19 **OPERATIONS Engagement & Satisfaction** 4.9 **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: 0.33 of 0.33 **Paid Secondary Caregiver Leave** What secondary parental leave policies are available to your workers, either through your company or a government program? Select all that apply, but only select one answer indicating the total amount of paid time equivalent (answers 2-4). See "Learn" for further instructions. Workers receive unpaid time off for secondary parental leave

Points Farned: 0.67 of 0.67

Workers receive up to 2 weeks (or full pay equivalent) paid leave

No secondary caregiver leave is offered to employees

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

# **Supplementary Benefits** What supplementary benefits are provided to a majority of non-managerial workers? Including full time and part time employees. Please check all that apply. On-site childcare Off-site subsidized childcare Free or subsidized meals Policy to support breastfeeding mothers ✓ Other - please describe None of the above Points Earned: 1.27 of 1.33 **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 None of the above Points Earned: 0.67 of 0.67 Surveying and Benchmarking Engagement and Attrition Does your company monitor and evaluate your worker satisfaction and engagement in any of the following ways? Your answers determine which future questions in the assessment are applicable to your company. ✓ We calculate employee attrition rate We benchmark employee attrition rate to relevant benchmarks We regularly (at least once a year) conduct employee satisfaction or engagement surveys ✓ We benchmark employee satisfaction to relevant industry benchmarks ✓ We disaggregate calculations based on different demographic groups to identify trends We outperform industry benchmarks on attrition We outperform industry benchmarks on satisfaction None of the above

Points Earned: 0.67 of 0.67

Departed Employees	
Number of full-time and part-time workers that departed or left the company in	the last twelve months
Enter 0 if None.	
Number of full-time and part-time workers that departed or left the company in the last twelve months	Sensitive
☐ We do not track this	
Points Available: 0.00	
Employee Satisfaction	
What percent of your employees are "Satisfied" or "Engaged"?	
Select N/A if satisfaction or engagement is not formally surveyed.	
○<65%	
○ 65-80%	
O 81-90%	
90%+	
○ N/A	
Points Earned: 1.33 of 1.33	
	OPERATIONS
Engagement & Satisfaction (Salaried)	2.0
Number of Paid Days Off	
What is the annual minimum number of paid days off (including holidays) for full	-time employees?

O-15 work days

O 16-22 work days

O 23-29 work days

○ 30-35 work days

36+ work days

Points Earned: 0.60 of 0.60

# **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 13 weeks to 6 months of time off for parental leave (including unpaid and paid leave)	
✓ Primary caregivers receive more than 6 months of time off for parental leave (including unpaid and paid leave).	
4-12 weeks of primary parental leave (or equivalent) is fully paid	
✓ 13-18 weeks of primary parental leave (or equivalent) is fully paid	
19-24 weeks of primary parental leave (or equivalent) is fully paid	
☐ More than 24 weeks of primary parental leave (or equivalent) is fully paid	
Primary caregivers receive less than 4 weeks off or no time off for parental leave	
Points Earned: 0.42 of 0.60	
Worker Flexibility Options	
What job flexibility options does the company provide, whenever feasible, in writing and in practice for	
the majority of workers?	
Please check all that apply.	
✓ Part-time work schedules at the request of workers	
✓ Flex-time work schedules allowing freedom to vary start and stop times	
✓ Telecommuting (e.g. working from home one or more days per week)	
☐ Job-sharing	
☐ None of the above	
Points Earned: 0.45 of 0.60	
Workplace Flexibility in Practice	
Which of the following flexible workplace practices have been used in the past 12 months?	
Please check all that apply.	
✓ Managers or executives worked part-time or in a job-share	
✓ Managers or executives are in a telecommuting position	
✓ We hired new people into permanent positions that are telecommuting	
✓ We hired new people into permanent positions that are part-time or job-share	
✓ We have transitioned staff into part-time, job-share, or telecommuting positions	
✓ Other - please describe	
☐ None of the above	

Points Earned: 0.60 of 0.60

### **Attrition Rate for Salaried Workers**

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

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

**Sensitive** 

Points Available: 0.60

### Community

**OPERATIONS** 

# **Community Impact Area Introduction**

0.0

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

## **Community Oriented Impact Business Model**

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

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

O Yes

No

Points Available: 0.00

**OPERATIONS** 

# **Diversity, Equity, & Inclusion**

5.1

# **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
☐ 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
How does your company manage and improve your workplace diversity and inclusivity?
✓ We anonymously survey employees on gender identity, race/ethnicity, disability status, and other demographic factors to track the diversity of our workforce
We have set specific, measurable diversity improvement goals that are reviewed by senior executives or our Board of Directors
☑ We have conducted a pay equity analysis by gender, race/ethnicity, or other demographic factors and, if necessary, implemented
equal compensation improvement plans or policies
✓ We analyze job categories, satisfaction, promotion, retention rates, or benefits by different demographic groups, and if necessary,
have implemented corrective actions for inequitable results

We specifically analyze diversity, equity, and inclusion data for individuals who are part of multiple underrepresented groups

Points Earned: 0.45 of 0.61

☐ None of the above

# **Measurement of Diversity**

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

f collecting this type of demographic data is not legal in your jurisdiction, select None of the Above.
Socioeconomic status (as determined by low income residence, education level, etc.)
✓ Race or ethnicity
✓ Gender
✓ Age
✓ Other - please describe
None of the above
Points Earned: 0.61 of 0.61
Low Income Workers
What percentage of your workforce lives in poor/very poor or low-income areas or does not have college degree?
O <sub>0%</sub>
O 1-9%
● 10-19%
O 20-29%
○30%+
O Don't Know
Points Earned: 0.30 of 0.61
Workers from Ethnic or Racial Minorities
What percentage of your workforce identifies as being from a racial or ethnic minority?
O <sub>0%</sub>
O 1-9%
<b>1</b> 0-19%
O 20-29%
○30%+
O Don't Know
Points Earned: 0.30 of 0.61

How many of your non-managerial workers identify as women?  0% 1-9% 10-24% 25-39% 40-49%  50%+ Don't know
<ul> <li>○ 1-9%</li> <li>○ 10-24%</li> <li>○ 25-39%</li> <li>○ 40-49%</li> <li>○ 50%+</li> </ul>
<ul><li>○ 10-24%</li><li>○ 25-39%</li><li>○ 40-49%</li><li>○ 50%+</li></ul>
<ul><li>○ 25-39%</li><li>○ 40-49%</li><li>○ 50%+</li></ul>
<ul><li>○ 40-49%</li><li>○ 50%+</li></ul>
<b>○</b> 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?
O <sub>0</sub> %
● 1-9%
O 10-19%
O 20-29%
○30%+
○ Don't Know
Points Earned: 0.10 of 0.61
Workers from Other Underrepresented Populations
What percentage of your workforce identifies as part of another underrepresented social group other than the demographics featured above (e.g. individuals with disabilities, LGBTQ+ individuals, individuals who have been incarcerated, etc.)?
O <sub>0%</sub>
O 1-9%
● 10-19%
O 20-29%
○30%+
○ Don't Know
Points Earned: 0.30 of 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? O >20x O 16-20x 11-15x O 6-10x ○ 1-5x Points Earned: 0.30 of 0.61 **Female Management** How many of your company managers identify as women? 00% 01-9% 010-24% 025-39% 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. 00% 01-9%

○ 10-19% ○ 20-29% ○ 30%+

O Don't know

Points Available: 0.61

#### **Supplier Diversity Policies or Programs**

Does your company have any of the following policies or programs in place to promote diversity within your supply chain?

✓ We track diversity of ownership among our suppliers	
✓ We have a policy to give preferences to suppliers with ownership from underrepresented populations	
☐ We have formal targets to make a specific percentage of purchases from suppliers with diverse ownership	
☐ We have a formal program to purchase and provide support to suppliers with diverse ownership	
☐ None of the above	
N/A - Collecting supplier data or having preferential treatment policies is illegal in my country of operations	
Points Earned: 0.15 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?

00%

01-9%

0 10-24%

O 25-39%

040-49%

O 50%+

O Don't Know

Points Earned: 0.23 of 0.61

## **Economic Impact**

**Geographic Structure and Scope** 

**OPERATIONS** 

OI LIMITON

1.4

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.

tails.com delivers a tailor-made kibble blend to over a quarter of a million dogs across Europe every month. The UK factory (London-based) services our UK & NI customers, and the European factory (Netherlands-based) serves customers in France, Germany, Austria, Netherlands, Belgium, Ireland, Sweden and Denmark. In addition, we have two new innovations in pet nutrition: Republic of Cat (providing individual meal plans to cater to cats' exacting needs in the UK), and our supermarket retail range tails.com Inner Vitality. Both our UK retail offer and Republic of Cats are is manufactured and fulfilled by a UK-based factory. tails.com's team of over 350 people are split between in London, England; Heathrow, England; and Amstelveen, Netherlands. We also have a small facility in Slough,

Points Available: 0.00

England.

#### **Job Growth Rate**

○ 15-24% ○ 25%+

O Don't know

Points Available: 1.18

What was your company's net job growth rate for full-time and part-time positions over the last 12 months? ONLY include newly created jobs that are paid a living wage.

months. Orter molddo nowly oroatod jobo that are pala a nymg 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.
O 1-5%
O 6-15%
○>15%
Points Available: 2.35
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
Points Available: 0.00
Non-accredited Investor Ownership
What percentage of the company is owned by individuals who would qualify as non-accredited investors?
● 0%
O 1-4%
O 5-14%

#### **Local Ownership**

Is the majority (over 50%) of the company's ownership located locally to the majority of the company's workforce?

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

Yes

No

Don't know

Points Available: 1.18

#### **National Sourcing**

What percentage of your company's Cost of Goods Sold (including value-adding activities) was spent within the country of operations, from in-country registered companies or national citizens?

0%1-19%20-39%40-59%60-79%

080%+

Points Earned: 0.88 of 1.18

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

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

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

✓ Written preference at each facility to purchase from local suppliers
 ✓ Formal targets or goals for the amount of local purchasing
 ✓ Ready-to-use lists of preferred local suppliers and vendors for specific facilities
 □ Written preference for hiring and recruiting local managers

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

Other (please describe)

No written local purchasing or hiring policies in place

Points Earned: 0.59 of 0.59

Spending on Local Suppliers
What percentage of your company's expenses (excluding labor) was spent with independent suppliers local to the company's headquarters or relevant facilities in the last fiscal year?
Please click "Learn More" to understand how to answer this question.
<20%
O 20-39%

Points Available: 1.18

O Don't know

○ 40-59% ○ 60%+

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

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

<10%
<10-19%

020-29%

○30%+

O Don't Know

Points Available: 1.18

#### **Impactful Banking Services**

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

☐ Certified CDFI or national equivalent social investment organization ☐ Certified B Corporation

 $\hfill \square$  Member of the Global Alliance for Banking on Values

Cooperative bank or credit union

Local bank committed to serving the community

☐ Independently owned bank

✓ None of the above

Points Available: 1.18

# **Civic Engagement & Giving**

**OPERATIONS** 

3.5

# **Corporate Citizenship Program**

How does your company take part in civic engagement?

our answers determine which future questions in the assessment are applicable to your company.	
✓ Financial or in-kind donations (excluding political causes)	
✓ Community investments	
✓ Community or pro-bono service	
Advocacy for adopting improved social or environmental policies or performance	
✓ Partnerships with charitable organizations or membership with community organizations	
☐ Discounted products or services to qualified underserved groups	
Free use of company facilities to host community events	
Equity or ownership in the company granted to a nonprofit	
Other - please describe	
☐ None of the above	
Points Earned: 0.55 of 0.55	
Community Service Policies and Practices	
How does your company manage employee community service?	
We have hosted or organized company service days in the last year	
The company offers paid time off for community service	
20 hours or more a year of paid time off	
✓ Our company monitors and records total volunteer hours	
✓ Our company has set community service or pro-bono targets  ☐ Other - please describe	
□ None of the above	
□ None of the above	
Points Earned: 0.55 of 0.55	
% of Employees Volunteer Service	
What percentage of employees took paid time off for volunteer service last year?	
$\bigcirc$ 0%	
<b>○</b> 1-24%	
O 25-49%	
○ 50-74%	
○ 75%+	
O Don't know	
Points Earned: 0.28 of 1.10	

#### **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

388

We do not track this

Points Available: 0.00

#### **Volunteer Service Per Capita**

What was the percentage of per capita worker time donated as volunteer, community service, or probono 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

O Don't know

Points Earned: 0.37 of 1.10

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

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

✓ We have a formal statement on the intended social or environmental impact of our company's philanthropy

☐ We have a formal donations commitment (e.g. 1% for the planet)

✓ We match individual workers' charitable donations

✓ We allow our workers or customers to select charities to receive our company's donations

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

None of the above

Points Earned: 0.55 of 0.55

# 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? O None Less than 0.1% of revenues

Points Earned: 0.14 of 1.10

0>2%

○ 0.1-0.4% of revenues ○ 0.5-0.9% of revenues ○ 1-1.9% of revenues

#### % 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	vear

- 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: 0.44 of 2.21

#### **Total Amount of Charitable Donations**

Total amount (in currency terms) donated to registered charities in the last fiscal year

Report with the currency specified in "Reporting currency" for this metric.

Total amount (in currency terms) donated to registered charities in the last fiscal year

**Sensitive** 

We do not track this

Points Available: 0.00

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

Has your company worked	with policymakers	to develop or	advocate for	r policy	changes	explicitly
designed to improve social	or environmental o	utcomes in the	e past two y	ears?		

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

Points Earned: 0.55 of 0.55

#### **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?

Points Earned: 0.14 of 0.28

**Supply Chain Management** 

**OPERATIONS** 

9.5

#### **Significant Supplier Descriptions**

Points Earned: 0.62 of 0.62

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** 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 O 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 Verious Positive practices beyond what is required by regulations (e.g. environmentally-friendly manufacturing process, excellent labor practices) Third-party certifications related to positive social and/or environmental performance Other - please describe We have no formal screening process in place

# **Supplier Evaluation Practices** What methods does your company use to evaluate the social or environmental impact of your suppliers? 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 Farned: 0.62 of 0.62 **Outsourced Staffing Services** Does your company outsource support services (staffing) essential to the delivery of your services to other individuals or organizations? Your answers determine which future questions in the assessment are applicable to your company. Yes O No Points Available: 0.00 **Outsourced Staffing Screening Topics** Does your company review or set requirements regarding the labor practices of its outsourced staffing service providers that includes the following topics? Your answers determine which future questions in the assessment are applicable to your company. Compliance with all local laws and regulations Compliance with international human rights and labor standards (for employees and contractors) Payment at or above industry benchmarks Payment of a living wage (for employees and contractors) Employee benefits provided Professional development opportunities

Points Earned: 0.31 of 0.31

Other labor practices

None of the above

□ N/A

# What % of your outsourced staffing services (on a currency basis) are accountable to the formalized code of conduct or requirements described in the previous question? 00% 01-20% 021-49% 050-74% O 75-99% 0 100% O N/A Points Earned: 1.23 of 1.23 **Screening / Monitoring for Services** Which of the following methods are used to evaluate the social or environmental impact of your outsourced staffing services? Your answers determine which future questions in the assessment are applicable to your company. Company shares policies or rules with subcontractors but does not have a verification process in place Company requires subcontractors complete self-designed assessment Company utilizes third party risk or impact assessment tools (BIA) Company conducts routine audits/reviews of subcontractors at least every two years Ompany has third parties conduct routine audits/reviews of subcontractors at least every two year Other None of the above Points Earned: 0.31 of 0.31 % of Outsourced Staffing Services Screened / Monitored What % of your outsourced staffing services (on a currency basis) are evaluated based on the methods selected in the previous question? 00% 01-20% 021-49% 050-74% O 75-99% 0 100% O N/A Points Earned: 1.23 of 1.23

% of Outsourced Services Accountable to Code of Conduct?

# **Suppliers in Low-Income Communities** What percentage of your Significant Suppliers is located in low-income communities or create employment opportunities for other chronically underemployed populations? 0<10% 010-19% 020-30% ○30%+ ODon't Know Points Available: 0.31 **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. Yes O No Points Earned: 0.62 of 0.62 **Supplier Code of Conduct Topics** What areas of social and environmental performance are specifically included in your company's Supplier Code of Conduct policy? ✓ Bribery, corruption, and fraud ✓ Working hours Freely chosen employment Compensation ✓ Child labor

Points Earned: 0.31 of 0.31

Freedom of association

✓ Product's environmental impact

N/A - No Supplier Code of Conduct

Information on how the Code will be monitored and reviewed (e.g. self-audits, site visits)

✓ Health and safety✓ Use of materials

# % of Suppliers Accountable to Code of Conduct What % of your suppliers (on a currency basis) are accountable to the formalized code of conduct or requirements described in the previous question? 00% 01-20% 021-49% 050-74% **0** 75-99% 0100% O N/A Points Earned: 1.08 of 1.23 **Disclosure of Suppliers** What percentage of Significant Suppliers (on currency basis) are made transparent on your company's website? On% 01-49% 50-79% 080%+ O Don't know Points Earned: 0.41 of 0.62 Support for Improved Supply Chain Social or Environmental Performance How does your company encourage improved social and environmental performance among your suppliers? $\hfill \Box$ We provide incentives for suppliers with strong social and environmental performance We set goals and expectations with suppliers to improve their social and environmental performance We provide resources to suppliers to improve their social and environmental performance Other - please describe ✓ None of the above

Points Available: 0.62

# **Improving Impact of Suppliers**

Points Earned: 1.08 of 1.23

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 forms	lates corrective action or improvement plans with goals for continuous improvement of their supplier performance
Company requi	res a specific time period for suppliers to make changes to remediate code of conduct non-compliance or otherwise
terminates contract	
Company provi	des training and/or resources on improving social or environmental performance to suppliers, either from the
company itself or th	rough a third party
Company provi	des 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 p	articipated in collaborative initiatives with other companies to help improve the social or environmental impact of
their supply chain	
Company incen	tivizes social and environmental performance or improvement through contract terms, prices, or other means
Company has a	chieved quantifiable improvements on social or environmental performance of its supply chain
Other	
☐ None of the abo	ove
Points Earned: 0.15	of 0.31
	rs with Programs to Improve Impact
% of Supplie	rs with Programs to Improve Impact our suppliers (on a currency basis) do the policies and programs selected in the
% of Supplie For what % of yo	rs with Programs to Improve Impact our suppliers (on a currency basis) do the policies and programs selected in the
% of Supplie For what % of your previous question	rs with Programs to Improve Impact our suppliers (on a currency basis) do the policies and programs selected in the
% of Supplie For what % of your previous questio	rs with Programs to Improve Impact our suppliers (on a currency basis) do the policies and programs selected in the
% of Supplie For what % of your previous question  0% 01-20%	rs with Programs to Improve Impact our suppliers (on a currency basis) do the policies and programs selected in the
% of Supplie For what % of your previous questio  0% 01-20% 21-49%	rs with Programs to Improve Impact our suppliers (on a currency basis) do the policies and programs selected in the
% of Supplie For what % of your previous questio  0% 01-20% 21-49% 050-74%	rs with Programs to Improve Impact our suppliers (on a currency basis) do the policies and programs selected in the
% of Supplie For what % of your previous questio  0%  1-20%  21-49%  50-74%  75-99%	rs with Programs to Improve Impact our suppliers (on a currency basis) do the policies and programs selected in the

Length of Supplier Relationships
What is the average tenure of your company's relationships with suppliers?
<ul> <li>Average tenure of supplier relationships is less than 24 months.</li> <li>Average tenure of supplier relationships is greater than 24 months.</li> <li>Average tenure of supplier relationships is greater than 60 months.</li> <li>Average tenure of supplier relationships is greater than 96 months.</li> <li>Our company has had a relationship with a majority of our suppliers (on a currency basis) since our first year of operations.</li> <li>Don't Know</li> </ul> Points Earned: 0.41 of 0.62
Support for In Need Suppliers
Does your company do any of the following to support small scale or other in-need suppliers?
<ul> <li>We review suppliers for potential training needs</li> <li>We have a formal education or support program for selected suppliers</li> <li>✓ We provide small scale suppliers the same contracts, prices, and payment terms (such as days payable outstanding) as other suppliers</li> <li>✓ We pay 30 days payable outstanding to small scale suppliers</li> <li>✓ A formal mechanism is in place for suppliers to provide us feedback (e.g. supplier satisfaction surveys)</li> <li>✓ We have a formal grievance mechanism to address complaints and resolve disputes</li> <li>□ Other (please describe)</li> <li>□ None of the above</li> </ul>
Points Earned: 0.62 of 0.62
Social or Environmental Purchases
What percentage of materials or products purchased have third-party social or environmental certification or approval or are from Significant Suppliers that are purpose-driven or have third-party company level certification or approval?  O  1-24%  25-49%  50-74%  Pon't know
Points Earned: 0.62 of 0.62

**Environment** 

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

#### **Environmental Business Model**

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

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

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

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

Points Available: 0.00

OPERATIONS

# **Environmental Management**

6.1

#### **Green Building Standards**

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

<20%

020-49%

050-79%

080%+

O N/A

Points Available: 0.80

#### **Facility Improvement with Landlord**

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

Energy efficiency improvements

☐ Water efficiency improvements

✓ Waste reduction programs (including recycling)

☐ None of the above

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

Points Earned: 0.27 of 0.80

#### **Environmental Purchasing Policy Topics**

Does the company have a written and circulated environmentally preferable purchasing (EPP) policy that includes any of the following?

	☑ Building and construction
	☐ Carpets
	✓ Cleaning
	☐ Electronics
	✓ Fleets
	✓ Food or food services
	Landscaping
	☐ Meetings and conferences
	Office supplies
	✓ Paper
	Product input materials
	Other - please describe
	☐ We don't have an environmentally preferable purchasing policy
Р	pints Earned: 0.80 of 0.80

#### **Environmental Management Systems**

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

Please check all that apply.

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

Points Earned: 1.33 of 1.60

# **Environmentally Certified Products**

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

Select N/A only if there is no physical product being sold.
○ 1-24%
O 25-49%
O 50-74%
O 75%+
○ N/A
Points Available: 0.80
Product Design for the Environment
Which of the following practices are in place to integrate environmental considerations (DFE) into the design of products and services?
✓ Source reduction employed in reducing materials use in products
Standardized product components or parts to maximize useful life via disassembly or reprocessing
✓ Identified resource content on manufactured items to enable eventual recycling
Program that facilitates maintenance, servicing, and reassembly of company's own products
Program wherein company takes back similar products from other manufacturers for disassembly or reprocessing
Company participation in a product reclamation program established by another party
Other - please describe
☐ None of the above
Points Earned: 0.53 of 0.80
Type of Footprint Assessments
Has the company's footprint assessments included any of the following?
✓ Assessment conducted for upstream supply chain only
Assessment conducted for only a portion of value chain (other than or in addition to upstream supply chain)
Formal life cycle assessments conducted internally
☐ Formal life cycle assessments conducted or verified by a third party
Use of third party frameworks or methodologies (such as Ellen Macarthur Foundation Circularity Indicators, Product Environmental
Profiles, GHG Protocol or Carbon Disclosure Project)
Company has a life cycle based certification or equivalent (Cradle to Cradle)
Other
☐ None of the above
Points Farned: 0.20 of 0.40

# % of Products with Type of Footprint Assessment What % of your products have undergone the specific type(s) of environmental footprint assessment selected in the previous question? 00% 01-20% 021-49% 050-74% O 75-99% 0 100% O N/A Points Farned: 1.60 of 1.60 **Assessment Conducted of Environmental Footprint of Value Chain** Have you conducted a formal assessment to measure the environmental footprint of your value chain (including supply chain, product usage, and end-of-life) that covers the following topics? ☐ Impacts on biodiversity ✓ Impacts on climate (Scope 3 Carbon Emissions) Toxin or hazardous material impact Land preservation (including material extraction) ☐ Water supply Other None of the above Points Earned: 0.16 of 0.80 Management of Material Environmental Impact in Value Chain How has your company utilized the results of your environmental footprint assessment to manage and minimize your overall impact? Company has used assessments to develop specific strategies to reduce impacts for at least most material impacts identified across value chain and product lines Company has set public targets or commitments to reduce material value chain and product impacts over time Company has met incremental targets in the last two years and/or can demonstrate being on target to achieve long term goals Other None of the above (No EIA conducted) Points Earned: 0.53 of 0.80

# **Impact of Product Usage** Which of the following are true regarding practices in place to manage and minimize the impact of product usage? ✓ Company has conducted studies of consumer behavior and/or disposal to understand impact of product usage Company has conducted analysis of product lifetime and usability and it materially exceeds (>5%) lifetime of related competitive products ✓ Company has created partnerships and/or marketing campaigns to engage customers or other post production value chain users to minimize environmental footprint of usage Other None of the above Points Farned: 0.69 of 0.80 **OPERATIONS** Air & Climate 9.7 **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 questions in the assessment are applicable to your company. We do not currently monitor and record usage We monitor and record usage but have set no reduction targets ✓ We monitor usage and have set intensity targets (e.g. relative to dollars of revenue, volume produced, etc.) that are being monitored We monitor usage and have set absolute reduction targets regardless of company growth We have met specific reduction targets during the reporting period Points Earned: 0.28 of 0.57 **Total Energy Use** Total energy used (Gigajoules) during the last 12 months: Total energy used (Gigajoules) during the last 12 months: 1836.26 ☐ We do not track this Points Available: 0.00

#### **Total Renewable Energy Use**

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

Total energy used from renewable resources (Gigajoules) during the last 12 months: 1836.26

☐ We do not track this

Points Available: 0.00

# What percentage of energy use is produced from renewable sources? Include electricity and other energy consumption from heating, hot water, etc. 00% 01-24% 025-49% 050-74% **0** 75-99% O 100% O Don't Know Points Earned: 0.25 of 0.28 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. 00% 01-24% 025-49% 050-74% 75-99% 0 100% O Don't know Points Earned: 0.91 of 1.13 **Facility Energy Efficiency** For what systems has your company used energy conservation or efficiency measures for a majority of your corporate facilities (by square feet) in the past year? ✓ Equipment: Energy Star appliances, automatic sleep modes, after-hour timers, etc. Lighting: natural light, CF bulbs, occupancy sensors, daylight dimmers, task lighting, etc. ✓ HVAC: programmable thermostat, timers, occupancy sensors, shade sun-exposed walls, double-paned windows, etc. Other - please describe ☐ None of the above □ N/A - We utilize virtual office Points Earned: 0.57 of 0.57

Renewable Energy Usage

# **Energy Use Reductions**

Points Available: 0.00

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

maon.
Please calculate based on changes from last year or annualized from a base year, referring to electricity use and other energy consumption
from heating, hot water, etc.
○ 0%
O 1-4%
○5-9%
O 10-14%
O 15-20%
○ >20%
O Don't know
Points Available: 1.13
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 Earned: 0.57 of 0.57
Total Scope 1 GHGs
Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:
Scope 1:
Scope 1: 0.05
We do not track this

# **Total Scope 2 GHGs** Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in: Scope 2: Scope 2: 35 ☐ We do not track this Points Available: 0.00 **Total Scope 3 GHGs** Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in: Scope 3: Scope 3: 34970.01 We do not track this Points Available: 0.00 **Monitoring Air Emissions** How does your company monitor and manage your significant air emissions? Ocompany does not currently monitor and record emissions O Company monitors and records emissions (no reduction targets) O Company monitors emissions and has specific reduction targets O Company monitors emissions and has met specific reduction targets during the reporting period

Points Available: 0.57

O N/A

O Eliminated emissions of this by-product entirely

#### **Carbon Intensity**

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

Please measure intensity in metric tons of CO2/\$million of revenue. Please use USD to accurately evaluate the answer option. O Manufacturing: >950 / Utilities: >6,000 O Manufacturing: 751-950 / Utilities: 5,001-6,000 O Manufacturing: 601-750 / Utilities: 4,001-5,000 O Manufacturing: 451-600 / Utilities: 3,001-4,000 Manufacturing: 301-450 / Utilities: 2,001-3,000 O Manufacturing: 151-300 / Utilities: 1,001-2,000 Manufacturing: 0-150 / Utilities: 0-1,000 O Don't know Points Earned: 0.57 of 0.57 **Carbon Intensity** What is your current Carbon Intensity for Scopes 1 and 2, measured in tons of CO2/\$million of revenue, including the use of carbon credits or offsets? Please use USD to accurately evaluate the answer option. O Manufacturing: >950 / Utilities: >6,000

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

Points Earned: 1.13 of 1.13

# **Greenhouse Gas Emissions Reduced** What percentage of Scope 1 and 2 GHG emissions has been saved due to efficiency improvements implemented by your company? 00% 01-4% 05-9% 010-14% 0 15-20% 0 20%+ O Don't Know Points Earned: 1.13 of 1.13 **Reducing Carbon Emissions from Transportation** Does the company currently use any of the following specific practices to reduce carbon emissions from transportation? Company policy and practice that requires inbound freight or shipping to be transported via lowest impact methods (such as avoiding shipment by air transport) Company policy and practice that requires outbound freight or shipping is transported via lowest impact methods None of the above Points Earned: 0.57 of 0.57 **Ton Miles Reduction** Have you reduced the ton miles (relative to revenues) of your distribution and supply chain, and if so, by how much? Calculate by comparing ton-miles from the year prior or annualized from a baseline year. 00% 01-9% 0 10%-20% O 21-50% O >50% O Not tracked / Unknown

Points Earned: 0.28 of 0.57

# **Supply Chain GHG Management**

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

Only select practices if you track and manage greenhouse emissions produced for at least 50% of your company suppliers (on a cost
basis).
☐ We don't track or evaluate greenhouse emissions from our supply chain
We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material risk contribution
of greenhouse gas emissions
✓ We have purchased certified carbon credits to offset some or all of the greenhouse gas emissions from our supply chain
☐ We set targets for reducing greenhouse gas emissions through our supply chain
☐ We have seen a reduction in GHG emissions in our supply chain in the last twelve months
☐ We have achieved a carbon-neutral supply chain
Points Earned: 0.28 of 0.57
Offsetting Supplier GHG Emissions
What % of your company's Scope 3 greenhouse gas emissions were offset by certified carbon credits?
$\bigcirc$ 0
<b>○</b> 1-24%
O 25-49%
O 50-74%
O 75-99%
O 100%
O Don't know
Points Earned: 0.14 of 1.13
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?
✓ We collaborate with or require suppliers to collect data and report on greenhouse gas emissions
✓ We screen suppliers to reduce greenhouse gas emissions (e.g. performance of suppliers, selection of materials, source locations)
Use provide support or resources for our supply chain in adopting greenhouse gas minimized operations (e.g. online tools, applying
questionnaires and surveys, collaborating in industrywide surveys)
☐ We audit and provide help to suppliers to complete corrective actions
☐ None of the above
Points Earned: 0.28 of 0.57

# Reducing Impact of Travel/Commuting Does your company have any programs or policies in place to reduce the environmental footprint caused by travel/commuting?

✓ Employees are subsidized/incentivized for use of public transportation, carpooling, or biking to work
✓ Facilities are designed to facilitate use of public transportation, biking, or cleaner burning vehicles (e.g. electric chargers)
✓ Employees are encouraged to use virtual meeting technology to reduce in person meetings
✓ Company has a written policy limiting corporate travel
None of the above

Points Earned: 0.57 of 0.57

#### **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

00%

01-9%

010-19%

020-29%

030%+

O Don't know

Points Earned: 1.13 of 1.13

#### Sourcing % raw materials from Local Suppliers

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

Raw materials (in currency terms) grown or harvested

By company or local independent suppliers.

00%

01-9%

010-19%

020-29%

○30%+

O Don't know

Points Available: 1.13

#### **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.
✓ 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: 0.57 of 0.57

#### % GHG Emissions Offset

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

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

Points Earned: 0.57 of 0.57

OPERATIONS

Water 0.7

# **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: 0.80
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: 0.27 of 0.80
Water Harvested On-Site or From Recycled Sources
What % of water used by the company is harvested on site or is from recycled sources?
<b>◎</b> 0
O 1-24%
O 25-49%
O 50-74%
O 75-99%
O <sub>100%</sub>
○ Don't Know
Points Available: 1.60

### Monitoring Toxio Wastowater

Monitoring Toxic wastewater
Which of the following describes how the company monitors hazardous and toxic wastewater?
Monitoring hazardous and toxic wastewater may involve either monitoring the volume and/or the level of contamination.
Ocompany does not currently monitor and record emissions
Ocompany monitors and records emissions (no reduction targets)
Ocompany monitors emissions and has specific reduction targets
O Company monitors emissions and has met specific reduction targets during the last fiscal year
O Eliminated emissions of this by-product entirely
● N/A
Points Available: 0.80
Water Use Practices
Regarding water use, does your company practice the following within the facilities you owned or leased?
Regularly assess microbial, chemical and mineral content of water used and manage water sources appropriately
☐ Manage use and release of wastewater in order to preserve surrounding water sources
Design business processes to conserve/minimize water
None of the above
Points Earned: 0.27 of 0.80
% Water Returned to Table with Same Quality
What % of the water used by your company is returned to the watershed at the same or better quality
than when it was withdrawn?
i.e. % of water treated
O <sub>0%</sub>
O 1-24%
O 25-49%
○ 50-74%
○75-99%
O 100%

Points Available: 1.60

ODon't Know

O N/A

# **Supply Chain Water Management**

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

Only select practices if you track and manage the water footprint for at least 50% of your company suppliers (on a cost basis).
✓ We do not track the water footprint of our supply chain
We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material areas of water
usage
☐ We have targets for reducing water footprint through our supply chain
We have seen a reduction of our water footprint in our supply chain in the past twelve months
We have verified that all water use in supply chain is science-based and sustainable
Points Available: 0.80
Supply Chain Water Improvement
What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce the water footprint of your supply chain?
We collaborate with or require suppliers to collect data and report on water footprint
✓ We screen suppliers to fit good water management practices (e.g. individual supplier practices, materials and ingredients, locations in context of water scarcity)
We provide support or resources for supply chain in adopting water management (e.g. online tools, applying questionnaires and
surveys, collaborating in industrywide surveys)
☐ We audit and provide help to suppliers to complete corrective actions
☐ None of the above
Points Earned: 0.20 of 0.80
OPERATIONS
Land & Life 8.0
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
✓ We regularly monitor and record waste production and have set specific reduction targets relative to previous performance (e.g. a
5% reduction of waste to landfill from baseline year)
✓ We regularly monitor and record waste produced and have set a zero waste target
✓ We have met the specific reduction targets set during this reporting period
☐ We produce zero waste to landfill / ocean
Points Earned: 0.62 of 0.62

Non-nazardous waste Generated
Waste Produced: Non-Hazardous Waste (metric tonnes) during the last 12 months
Waste Produced: Non-Hazardous Waste (metric tonnes) during the last 12 months 1012.5  We do not track this
Points Available: 0.00
Total Waste Disposed
Waste Disposed (metric tonnes) during the last 12 months
Waste Disposed (metric tonnes) during the last 12 months 141.5  We do not track this
Points Available: 0.00
Total Waste Recycled
Waste Disposed: Recycled/Reused (metric tonnes) during the last 12 months
Waste Disposed: Recycled/Reused (metric tonnes) during the last 12 months 871  We do not track this
Points Available: 0.00
Recycling Programs
What % of your facilities on a square foot basis have a facility-wide recycling program that has ongoing collection of at least all standard materials in your area?
○<20%
O 21-40%
○ 41-60% ○ 61-80%
Points Earned: 0.62 of 0.62
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?
○ No
O Already maximized - we have achieved Zero Waste
Points Earned: 0.62 of 0.62

# **Supply Chain Waste Management**

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

Only select practices if you track and manage waste for at least 50% of your company suppliers (on a cost basis).  We don't track the solid waste impacts of our supply chain  We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material are production  We have set targets for reducing solid waste in the supply chain	eas of waste
✓ We have seen a reduction of waste produced in our value chain in the past twelve months	
We have achieved zero waste or a closed-loop supply chain	
Points Earned: 0.62 of 0.62	
Supply Chain Waste Improvement	
What practices has your company implemented for a majority of suppliers (on a cost basis) to waste in your supply chain?	o reduce
✓ We collaborate with or require suppliers to collect data and report on waste production	
✓ We screen or require suppliers to meet standards related to solid waste production	
✓ We have implemented initiatives to reduce waste at the source or divert waste from landfills or incineration in the sup	ply chain
We audit and provide help to suppliers to complete corrective actions	
☐ None of the above	
Points Earned: 0.46 of 0.62	
Environment Impact Packaging	
How does your company minimize the environmental impact of the packaging of your produc	ots?
Select all practices that apply and are verifiable, regardless of the % of product/packaging the practice applies to.	
✓ We have conducted a formal assessment of our packaging design and materials to identify opportunities to minimize	environmental
impact	
impact  ✓ We have source-reduced packaging within the last two years	
✓ We have source-reduced packaging within the last two years	
<ul> <li>✓ We have source-reduced packaging within the last two years</li> <li>✓ Our packaging materials are certified to meet independent standards for environmental impact</li> </ul>	
<ul> <li>✓ We have source-reduced packaging within the last two years</li> <li>✓ Our packaging materials are certified to meet independent standards for environmental impact</li> <li>✓ Our packaging is recyclable and provides instructions on how to recycle it correctly</li> </ul>	
<ul> <li>✓ We have source-reduced packaging within the last two years</li> <li>✓ Our packaging materials are certified to meet independent standards for environmental impact</li> <li>✓ Our packaging is recyclable and provides instructions on how to recycle it correctly</li> <li>✓ Our packaging is non-toxic</li> <li>☐ Our packaging materials are designed to have less overall environmental impact than common alternatives</li> <li>☐ None of the above</li> </ul>	
<ul> <li>✓ We have source-reduced packaging within the last two years</li> <li>✓ Our packaging materials are certified to meet independent standards for environmental impact</li> <li>✓ Our packaging is recyclable and provides instructions on how to recycle it correctly</li> <li>✓ Our packaging is non-toxic</li> <li>Our packaging materials are designed to have less overall environmental impact than common alternatives</li> </ul>	

Points Earned: 0.62 of 0.62

# % of Recyclable/Biodegradable Materials What % of material (by volume) is made of recyclable (and labeled as such) or biodegradable materials in the areas where they are sold (product + packaging)? 0<20% 020-49% 050-74% 75-99% 0 100% O Don't Know O N/A Points Farned: 0.51 of 0.62 **Controlling Community Exposure to Emissions** Has your company conducted an assessment of local communities' exposure to hazardous emissions from your manufacturing facilities and taken appropriate steps to mitigate? O We have not conducted an assessment Assessment indicates some exposure, but we have taken no action to date O Assessment indicates some exposure, and we have implemented a mitigation and control strategy Assessment indicates no exposure Points Earned: 0.31 of 0.31 % of Environmentally Preferred Input Materials What % of material (by volume) comes from recycled materials, reused components, and/or certified sustainably sourced materials? 0<20% 020-49% 050-74% 75-99% 0 100% O Don't Know

O N/A - We do not sell a physical product

Points Earned: 1.03 of 1.23

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

Which of the following practices are in place to reduce waste to landfill after the usage of your product and/or its packaging?
Company has a product/packaging reclamation and recycling program designed and implemented by the company or a third party  Company has a product/packaging reclamation and reuse program designed and implemented by the company or a third party  Company takes back similar products or packaging from other companies as part of its reclamation program  Company includes information about their reclamation programs on product labels / packaging  Company includes information about their reclamation programs in advertising campaigns  Company has achieved circularity (no waste created) in its products and packaging  Other  None of the above
Monitoring Hazardous Waste
How does your company monitor and manage your hazardous waste production?
<ul> <li>□ Company does not currently monitor and record emissions</li> <li>□ Company monitors and records emissions (no reduction targets)</li> <li>✓ Company monitors emissions and has specific reduction targets</li> <li>✓ We regularly monitor and record emissions and have set a zero hazardous waste target</li> <li>□ Company has met specific reduction targets during the reporting period</li> <li>□ Eliminated emissions of this by-product entirely</li> </ul>
Points Earned: 0.62 of 0.62
Total Hazardous Waste Produced
Waste Produced: Hazardous Waste (metric tonnes) during the last 12 months  Waste Produced: Hazardous Waste (metric tonnes) during the last 12 months  We do not track this  Points Available: 0.00
Reducing Waste
Optional unweighted metrics: Approximately by what % has your company reduced solid and hazardous waste generation (normalized for revenue changes) over the following periods?
The past two years
The past two years  ✓ We do not track this
Points Available: 0.00

# **Hazardous Waste Disposal** Can your company verify that your hazardous waste is always disposed of responsibly? This includes batteries, paint, electronic equipment, etc. Yes O No O N/A - We have eliminated hazardous waste Points Earned: 0.62 of 0.62 **Tracking Chemicals in the Supply Chain** Does your company do any of the following to track chemicals in the supply chain for the majority of materials? Please check all that apply. Do not track chemicals in the supply chain Require suppliers to disclose specified chemicals of concern Ask suppliers if they know all the chemical ingredients intentionally added to their product and all residuals of high concern present in the product (asking if they know only, not to provide the data to you) Require suppliers to provide chemical information to a third party Disclose all by-products, contaminants or trace materials to the public Points Earned: 0.41 of 0.62 **Chemical Reduction Methods** Which of the following environmentally preferred products have been purchased for the majority of your corporate facilities? ✓ Non-toxic janitorial products ✓ Unbleached / chlorine free paper products

Soy-based inks or other low VOC inks

Recycled/environmentally preferred office supplies (paper, pens, notebooks, etc.)

✓ Other - please describe

None of the above

Points Earned: 0.62 of 0.62

## **Chemical Management**

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

•	• /
Company has complete	a study of all materials (including scarce metals and minerals) in product and chemicals to 1000ppm leve
Company has complete	a study of all materials in product and chemicals to 100ppm level
Company has undergon	an evaluation of products and processes to identify potential toxic contaminants from production
Company has identified	specific chemicals of concern classes (e.g., carcinogens, mutagens, reproductive toxins, endocrine
disruptors, persistent or bio-	ccumulative substances)
Company has established	d a Restricted Substances List (RSL), has a positive screen or other decision process for chemicals
Company has established	d metrics and goals for the reduction or elimination of chemicals of concern
Company publicly disclo	ses the chemicals and/or materials in your product (e.g., on a label, website, via 800 number for
information, etc.)	
There are no potential cl	emicals or materials of concern in my industry
☐ None of the above	
Points Earned: 0.41 of 0.62	
Supply Chain Che	mical Management
How does your compar	y track and manage toxins or hazardous waste in your supply chain?
Only select practices if you trace	k and manage toxins or hazardous waste for at least 50% of your company suppliers (on a cost basis).
✓ We don't track toxins or	nazardous waste in our supply chain
☐ We have conducted an a	nalysis of our value chain, including suppliers, services, and materials, to identify material risks of toxins
and/or production of hazard	ous waste
☐ We have set targets for i	educing toxins and hazardous waste in our supply chain
☐ We have verified that the	re are no harmful toxins or hazardous waste in our supply chain

## **Supply Chain Chemical Improvement**

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

☐ We collaborate with or require suppliers to collect data and report on chemicals
☐ We screen or require suppliers to meet standards related to toxins or hazardous waste
☐ We provide support or resources to reduce toxins in the supply chain (e.g.online tools, applying questionnaires and surveys,
collaborating in industrywide surveys)
☐ We audit and provide help to suppliers to complete corrective actions
✓ None of the above

Points Available: 0.62

Supply Chain Biodiversity Management
How does your company track and manage your supply chain's impact on biodiversity?
Only select practices if you track and manage the impact on biodiversity for at least 50% of your company suppliers (on a cost basis).
✓ We don't evaluate our supply chain impact on biodiversity
☐ We have conducted an analysis of our value chain, including suppliers, services, and materials, to identify material risks to biodiversity
☐ We set targets for reducing impact on biodiversity through our supply chain
☐ We have verified that our supply chain creates no (or positive) biodiversity impact
Points Available: 0.62
Supply Chain Biodiversity Improvement
What practices has your company implemented for a majority of suppliers (on a cost basis) to reduce your supply chain's impact on biodiversity?
☐ We collaborate with or require suppliers to collect data and report on biodiversity impact
☐ We screen suppliers to fit good biodiversity practices
We provide support or resources for our supply chain in adopting biodiversity-friendly operations (e.g. online tools, applying
questionnaires and surveys, collaborating in industrywide surveys)
☐ We audit and provide help to suppliers to complete corrective actions
✓ None of the above
Points Available: 0.62
Customers
OPERATIONS
Customers Impact Area Introduction 0.0
This section identifies whether your company's product/service is designed to deliver a specific, material, positive impact for its customers (beyond the value normally provided from goods or services), and if so, opens the Customer Impact Business Model section that is most applicable.
Customer Impact Business Model Introduction

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

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

O Yes

ON O

Points Available: 0.00

**OPERATIONS** 

Managing Customer Stewardship
Does your company do any of the following to manage the impact and value created for your customers or consumers?
✓ We offer product / service guarantees, warranties, or protection policies
☐ We have third party quality certifications or accreditations
✓ We have formal quality control mechanisms
✓ We have feedback / customer service feedback or complaint mechanisms
✓ We monitor customer or consumer satisfaction
✓ We assess the outcomes produced for our customers through the use of our product or service
✓ We have written policies in place for ethical marketing, advertisement, or customer engagement
✓ We manage the privacy and security of client / customer data
None of the above
Points Earned: 0.38 of 0.38
Product / Service Warranties
What percentage of your products or services are covered by a formal warranty or guarantee?
○ 0%
○ 1-9%
O 10-24%
O 25-49%
O 50-74%
O 75-99%
● 100%
$\bigcirc$ N/A
Points Earned: 0.38 of 0.38
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

Points Earned: 0.38 of 0.38

 $\bigcirc\,\mathsf{No}$ 

# **Supplier Quality Assurance Reviews** What % of Significant Suppliers (on currency basis) are subjected to regular quality assurance reviews or audits? 0-49% 050-62% 063-75% O >75% Points Earned: 0.51 of 0.77 **Feedback and Complaint Channels** Are any of the following true regarding mechanisms for customers to provide feedback, ask questions, or file complaints? ✓ Products and/or websites feature customer service contact information ✓ Product / service reviews are made available in their entirety to public Company responds to all direct inquiries or complaints within a month of receipt Company offers live time support to customers Other None of the above Points Earned: 0.38 of 0.38 **Monitoring Customer Satisfaction and Retention** Which of the following are true of your company with regards to customer or client satisfaction and/or retention?

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

Points Earned: 0.38 of 0.38

## **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: 0.38 of 0.38 **Managing Marketing and Advertising** Does the company have any of the following practices with regard to ensuring accurate, ethical, and positive marketing and advertising? Company makes transparent potential risks and negative impacts of products, including, when appropriate ingredient lists Company has formal policies to review the accuracy and ethics of marketing and advertising Company complies with independent marketing and advertising standards relevant to their sector or industry Company has programs in place to promote social and or environmental causes through its marketing and advertising Company gets input of the communities that are featured on the company's messaging and advertising campaigns and is inclusive of the culture of those communities. Other ☐ None of the above Points Earned: 0.38 of 0.38 **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

Points Earned: 0.38 of 0.38

N/A - Company does not collect sensitive data

None of the above

## **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 0.38
Disclosure Questionnaire
Disclosure Industries
Disclosure questions on specific production and trade.
Disclosure Alcohol
Please indicate if your company is involved in the production, operation, trade, or sale of any the following:
Alcohol
Please also select "Yes" if your company serves clients in this industry
○ Yes
<ul><li>No</li></ul>
Points Available: 0.00
Disclosure Tobacco
Please indicate if your company is involved in the production, operation, trade, or sale of any the
following:
Tobacco
Please also select "Yes" if your company serves clients in this industry
○ Yes
No     No
Points Available: 0.00
OTITIO / WAIRADIO, U.OU

## **Disclosure Firearms Weapons**

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

Firearms, weapons or munitions

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

O Yes



Points Available: 0.00

## **Disclosure Pornography**

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

Pornography

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

O Yes



Points Available: 0.00

#### **Disclosure Fossil Fuels**

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

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

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





Points Available: 0.00

## **Disclosure Mining**

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

Mining

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

O Yes



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

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

Nuclear power, radioactive materials or hazardous waste

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

O Yes

O No

Points Available: 0.00

#### **Disclosure Prisons**

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

**Prisons** 

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

O Yes

O No

Points Available: 0.00

#### **Disclosure Bottled Water**

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

Bottled water

O Yes

No

Points Available: 0.00

#### **Disclosure Animal Products or Services**

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

Animal-based products or services (including seafood)

O Yes

O No

# Disclosure Monoculture Agriculture

Please indicate if your company is involved in the production, operation, trade, or sale of any the following:
Monoculture agriculture
○ Yes No
Points Available: 0.00
Disclosure Genetically Modified Organisms
Please indicate if your company is involved in the production, operation, trade, or sale of any the following:
Genetically modified organisms
Please also select "Yes" if your company serves clients in this industry  O Yes  No
Points Available: 0.00
Disclosure Biodiversity Impacts
Please indicate if your company is involved in the production, operation, trade, or sale of any the following:
Industries with a large potential biodiversity impact (including logging or logging equipment, agriculture, etc.)  Yes  No
Points Available: 0.00
Disclosure Energy and Emissions Intensive Industries
Please indicate if your company is involved in the production, operation, trade, or sale of any the following:
Energy- and emissions-intensive industries
<ul><li>Yes</li><li>○ No</li></ul>

#### **Disclosure Water Intensive Industries**

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

Water-intensive industries

O Yes

Points Available: 0.00

No

#### **Disclosure Chemicals**

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

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

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

O Yes

No

Points Available: 0.00

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

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

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

O Yes

O No

Points Available: 0.00

## Disclosure Industries at Risk of Human Rights Violations

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

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

O Yes

No

#### **Other Disclosure Industries**

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

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





Points Available: 0.00

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

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

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

We use fish in our dog and cat food recipes, we also use small quantities of shellfish for nutritional supplementation of some of our foods however in all instances we work with suppliers who are committed to sustainable fishing to mitigate any risk of human rights infringement. In 2022, 14.5% of the dog food products we sent out by mass contained fish as an ingredient, and in our dog foods this is primarily salmon and some cod, other fish species are used but they aren't typically named ingredients and are used in smaller quantites. We use our standard sourcing policies which require all suppliers of fish based product to be MSC certified or similar. The sources of fish are Norway, UK, Denmark, Germany, Sweden, Ireland, France, Latvia. We use glucosamine as an ingredient to help support dogs' joints, and this ingredient is of shellfish origin. In 2022, 82% of the cat food products we sent out by mass contained fish as an ingredient (the inclusion of fish used is 2.7% sales by mass). In our cat foods the fish is primarily salmon, fish oil, haddock, pollock and cod. Other fish species are used but aren't typically named ingredients and are used in smaller quantities. Our key supplier is committed to 100% seafood sourced responsibly and measures this.

Points Available: 0.00

## **Disclosure Practices**

Disclosure questions on sensitive practices.

## No formal Registration Under Domestic Regulations

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

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

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

O Yes



# Tax Reduction Through Corporate Shells Please indicate if your company engages in any of the following practices: Company uses corporate shells or other structural means, such as establishing multiple corporate entities, to minimize tax payments Yes No Points Available: 0.00 Operates in conflict zones

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

Company operates in conflict zones

O Yes

No

Points Available: 0.00

#### Sale of Data

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

Company sells or provides access to consumer or user data

O Yes

No

Points Available: 0.00

## Facilities located in sensitive ecosystems

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

Company facilities are located adjacent to or in sensitive ecosystems

O Yes

No

# **Animal Testing** Please indicate if your company engages in any of the following practices: Company's products are tested on animals O Yes O No Points Available: 0.00 **Marketing of Breastmilk Substitutes** Please indicate if your company engages in any of the following practices: Marketing of breastmilk substitutes O Yes O No Points Available: 0.00 Activities against freedom of association/collective bargaining Please indicate if your company engages in any of the following practices: Company has taken a public stance against unionization, has engaged in activities that may be perceived as taking a stance against union organizing, or prohibits workers from freely associating and bargaining collectively for the terms of one's employment O Yes No Points Available: 0.00 **Workers Under Bond** Please indicate if your company engages in any of the following practices:

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

O Yes

No

## **Confirmation of Right to Work**

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

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

O Yes

Points Available: 0.00

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

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

Company employs individuals on zero-hour contracts

O Yes

No

Points Available: 0.00

## Company workers are prisoners

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

Company uses workers who are prisoners

O Yes

No

Points Available: 0.00

## Company Employs Workers Under Age 15 (Or Other ILO Minimum Age)

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

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

O Yes

No

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

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

Overtime work is compulsory and exceeds 48 hours in a week

O Yes

O No

Points Available: 0.00

#### **Other Disclosure Practices**

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

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

O Yes

No

Points Available: 0.00

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

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

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

We have marked as a "yes" only to be able to give B Labs this context - as we do not think this is applicable to us. The following is provided to be be fully transparent to B Labs about our approach here so share the following as information. We do not engage in animal testing. tails.com does not participate in any traditional animal research or testing. We are focussed on pets living happier, healthier lives and so we are strongly against any form of cruelty to pets. However - we want to share that we do some taste tests on food (to qualify, this is new and existing recipes and products - food that is safe and we'd happily feed to our own pets). This enables us to check on pets' enjoyment and palatability of new and existing products. For example, we often ask our customers and team for feedback on how their dogs and cats experience with our products. Occasionally, we have wanted to get deeper feedback around pets' enjoyment of our food and therefore provided our food to pets and have asked for specific feedback around amounts eaten or foods they preferred. We checked if they ate the food, and how much - and if they chose our food or a different food first. In these cases, the food is served as a meal in a normal quantity. Very rarely, we've paid for this as a service - and in those cases, the cats and dogs used are kept responsibly and the food offered is done so as part of a healthy feeding regimen with the animals' free choice to eat it. The food we've shared with these pets is healthy and safe, and is food we'd have happily fed our own pets.

Points Available: 0.00

## **Disclosure Outcomes & Penalties**

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

# **On-Site Fatality** Please indicate if your company has experienced any of the following in the past 5 years: Company has had an operational or on-the-job fatality O Yes O No Points Available: 0.00 **Litigation or Arbitration** Please indicate if your company has experienced any of the following in the past 5 years: Litigation or arbitration against company either ongoing, settled, or found against the company O Yes No Points Available: 0.00 Company has filed for bankruptcy Please indicate if your company has experienced any of the following in the past 5 years: Company has filed for bankruptcy O Yes O No Points Available: 0.00

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

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

Bribery, fraud, or corruption



O No

## **Anti-Competitive Behavior**

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

····· ··· ····· ···· ··· ··· · · · · ·
Anti-competitive behavior
○ Yes
No
Points Available: 0.00
Financial Reporting, Taxes, Investments, or Loans
Please indicate if your company has had a formal complaint to a regulatory agency or been assessed fine or sanction in the past five years for any of the following:
Financial reporting, tax payments, investments, or loans
Yes
○ No
Points Available: 0.00
Political Contributions or International Affairs
Please indicate if your company has had a formal complaint to a regulatory agency or been assessed fine or sanction in the past five years for any of the following:
Political contributions or international affairs
○ Yes
<ul><li>No</li></ul>
Points Available: 0.00
Labor Issues
Please indicate if your company has had a formal complaint to a regulatory agency or been assessed fine or sanction in the past five years for any of the following:
Labor issues (including safety and discrimination)
Yes
○ No
Points Available: 0.00

# Recalls Please indicate if your company has experienced any of the following in the past 5 years: Recalls due to quality control issues O Yes No Points Available: 0.00 **Breaches of Confidential Information** Please indicate if your company has experienced any of the following in the past 5 years: Breaches of individual privacy and/or losses of individual confidential data O Yes No Points Available: 0.00 **Consumer Protection** Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following: Consumer protection (including product safety and marketing claims) Yes ○ No Points Available: 0.00 **Significant Layoffs**

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

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

O Yes

O No

# Hazardous Discharges Into Air/Land/Water (Past 5 Yrs) Please indicate if your company has experienced any of the following in the past 5 years: Company sites have experienced accidental discharges to air, land or water of hazardous substances O Yes ON O Points Available: 0.00 Large Scale Land Conversion, Acquisition, or Relocation Please indicate if your company has experienced any of the following in the past 5 years: Construction or operation of company involved large scale land acquisition, convergence, or degradation (including the construction or refurbishment of dams), or resulted in the resettlement or economic displacement of 5,000 or more people O Yes ON Points Available: 0.00 **Penalties Assessed For Environmental Issues** Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a fine or sanction in the past five years for any of the following: Environmental management penalties, including animal welfare Yes O No Points Available: 0.00 **Violation of Indigenous Peoples Rights** Please indicate if your company has had a formal complaint to a regulatory agency or been assessed a

fine or sanction in the past five years for any of the following:

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

O Yes ON

## **Other Disclosure Outcomes & Penalties**

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

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





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

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

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

The following is provided to be be fully transparent to B Labs and so we share the following as information on the areas highlighted in the previous questions. 1. We paid a UK VAT payment late (less than a month) and paid the interest on the overdue payment Background: We switched from submitting monthly to quarterly VAT returns in late 2022. Previously, when our VAT returns were submitted monthly, any VAT due was automatically taken by HMRC via Direct Debit following submission of the monthly return. We incorrectly believed that this would still be the case when we switched to quarterly VAT return submission and thus we missed the payment of our 2023 Q1 return. As a result, our 2023 Q1 VAT liability was due by 30 April and was actually paid 9 May, when we realised the amount had not been taken via Direct Debit. We received an additional charge (interest charged on the late VAT amount) of GBP 1,052.85, which was settled on 16 May. All VAT payments have since been made in line with required deadlines. 2. Separately -Late payment of UK pension contributions to pension provider which was alerted to us by the Pensions Regulator directly (UK) from August 2021 to October 2021 - this was due to an admin mistake and as soon as it was noticed we ensured backdated payments were made to the pension fund. No further action was taken - and there were no sanctions or fines. 3. Warning from Dutch Labor Inspectorate / Nederlandse Arbeidsinspectie in 2022 What happened: We established our operation in the Netherlands in 2020 including the publishing of our employee handbooks which sat alongside employment contracts. These handbooks stated weekly working hours for full time team members. In 2021 we became aware of 5 over / underpayment issues of our staff who were paid hourly. This was as a result of a typing error in the employee handbook (number of hours was stated as 38 hours per week instead of 40 for FTE). These over / under payments were under €50 per employee in total. We undertook an investigation together with the Dutch Labor Inspectorate. At the same time, we corrected the errors as soon as we became aware of them - see "steps we took" below. In 2022, following the investigation in 2021 together with the Dutch Labor Inspectorate we were issued with a warning for 5 minor (less than €50) under/overpayments which the labour inspectors judged to have been errors in good faith. No penalty or fine was levied. Steps we took: As soon as the error was spotted, we: - investigated the issue and repaid staff in full where we had underpaid them within one week of becoming aware of the issue - investigated with our HR Partner and edited our employee handbooks. These were republished with the correct hours. We also implemented a more robust workforce scheduling system, which removes the manual processes involved in hours tracking as part of payroll 4. Ingredient declaration changes made - no fine or sanction We launched tails.com as a direct to consumer (D2C) offering meaning we were considered "distance selling" when it came to complying with the relevant consumer law. We used EC767/2009 and interpreted the distance selling requirements within to mean that we could communicate our labelling information both online and also on packaging, meaning that some information was available online and some on packaging and not all information needed to be repeated on the packaging itself as it was available for each customer online. However, in 2021, a different Trading Standards case officer was allocated the tails.com file - and they alerted us to the fact they took a different interpretation to us - and not only did Art 11.3 of SC767/2009 apply but also Art 14 of the same law - meaning we did then have to provide more ingredient information on the packaging as well as online. We set about making this change and this is now complete meaning all of the information needed relating to ingredients is available on pack. No fines or sanctions were issued. 5. Retail range name change, no fine or sanction Our retail range launched as Nourish & Protect. On our launch into retail 2022 the Veterinary Medicines Directive (VMD) received a complaint about the name (due to the use of the word "protect"). We were notified by the VMD and subsequently changed our name to Inner Vitality without challenging this. No Fine or sanctions were issued. 6. We self-declared errors and then received two fines from the German packaging waste regulator for the following. Please note these were all selfdeclared by us, not challenged by the central authority: 2020 - Over declared and therefore fined for incorrect forecast of packaging waste 2020 and 2021 - Under declared mail order packaging (this was an error based on some incorrect advice from our packaging consultant). We then self-declared when we became aware of the error and resubmitted our correct data. We paid the relevant fine.

Points Available: 0.00

## **Supply Chain Disclosure**

Disclosure questions concerning the significant suppliers of the company

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

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

Employment of workers under the age of 15, use of workers who are currently prisoners, or other practices that are
relevant to risk of forced labor
○ Yes
No
O Don't Know
Points Available: 0.00
Suppliers in Conflict Zones
Suppliers in Conflict Zones  Please indicate if any of the following statements are true regarding your company's suppliers:
Please indicate if any of the following statements are true regarding your company's suppliers:
Please indicate if any of the following statements are true regarding your company's suppliers:  Operation in conflict zones
Please indicate if any of the following statements are true regarding your company's suppliers:  Operation in conflict zones  Operation in conflict zones

## **Suppliers Negative Social Impact**

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

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

O Yes No O Don't Know

## **Suppliers Negative Environmental Impact**

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

Practices or outcomes that produced substantial negative environmental impact

O Yes

No

O Don't Know