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## **New Chapter, Inc**

Manufacturing

250-999 Employees

2017-05-10

As a wholly-owned subsidiary of Proctor & Gamble, New Chapter, Inc. 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 New Chapter, Inc. for its certification as a B Corporation. Answers to questions that would reveal sensitive information (e.g. that would advantage competitors or prejudice litigation) are covered as such:

# Inclusive Economy Challenge

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## Inclusive Economy Challenge (US)

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### Majority Hourly vs. Salaried Workers Points Earned: 0 of 0

Are the majority of your employees paid on a fixed salary or a daily/hourly wage?

This is a REQUIRED question that determines the set of additional questions your company will respond to regarding your employee impact. The answer to this question affects questions you'll encounter further on in your assessment.

- ☒ Fixed Salary
  - ☐ Daily/Hourly Wage
- 

### % of Employees Paid Living Wage Points Earned: 0 of 0

What % of total full-time, part-time, and temporary workers (excluding interns) employed in company facilities are paid a living wage or above?

- ☐ <75%
  - ☐ 75-89%
  - ☒ 90-99%
  - ☐ 100%
  - ☐ N/A
- 

### Paid Primary Caregiver Leave for Salary Workers Points Earned: 0.8499975 of 1.13333

What is the minimum number of weeks salaried workers receive paid primary caregiver leave, either through the company or the government?

- ☐ 0-5 weeks
  - ☐ 6-11 weeks
  - ☒ 12-17 weeks
  - ☐ 18-23 weeks
  - ☐ 24+ weeks
- 

### Healthcare Eligibility for Part Time Workers Points Earned: 0.77875 of 1.1125

At what juncture do your part time employees qualify for health care benefits?

- ☐ No additional health insurance benefits provided by the company to part time workers
  - ☐ 30+ hours per week
  - ☐ 25-30 hours per week
  - ☒ 20-24 hours per week
  - ☐ 15-19 hours per week
  - ☐ <15 hours per week
  - ☐ N/A - Company has no part-time employees
-

### Financial Services for Employees Points Earned: 0 of 0

Does the company provide any of the following financial products, programs, or services that help to meet financial health needs of employees?

- ☒ Direct deposit
- ☐ Access to free or affordable banking services and/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
- ☒ Issue paychecks off schedule on a need basis
- ☐ Tax preparation services
- ☐ Other (please describe)
- ☐ None of the above

### Inclusive Hiring Practices Points Earned: 0 of 0

Does your company do any of the following with regards to an inclusive recruiting and hiring process?

- ☒ Company includes statement in all job postings with a commitment to diversity, equity, and/or inclusion
- ☒ Company does not ask about incarceration history during application process
- ☐ Company conducts anonymous or "blind" reviews of applications and/or resumes without reviewing names or identifiable characteristics
- ☐ Company actively recruits through organizations or services that are designed for individuals from underrepresented populations
- ☐ Company conducts analysis of job description language and job requirements to confirm or improve diversity, equity and inclusion
- ☐ None of the above

### % of Company Owned by Non-Executive Employees Points Earned: 0 of 3.5

What % of the company is owned by full-time workers who are non-executive employees and non-founders?

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

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

### Worker Flexibility Options Points Earned: 0.33333 of 0.44444

Does the company offer any of the following job flexibility options, 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 (working from home one or more days per week)
- ☐ Job-sharing
- ☐ None of the above

## Management of Diversity, Equity, and Inclusion Points Earned: 0 of 0

Does your company do any of the following to manage and improve the diversity, equity, and inclusion of your workplace?

- ☐ Company anonymously surveys employees on gender identity, race/ethnicity, disability status and/or other demographic factors to measure the diversity of its workforce
- ☐ Company has set specific, measurable diversity improvement goals that are reviewed by senior executives and/or a Board of Directors
- ☐ Company has conducted a pay equity analysis by gender, race/ethnicity, and/or other demographic factors and, if necessary, implemented equal compensation improvement plans or policies
- ☐ Company analyzes job satisfaction, promotion, retention rates, and/or benefits by different demographic groups
- ☐ Company analyzes diversity, equity and inclusion data to metrics for individuals who identify as part of multiple underrepresented groups in addition to a single group, i.e. intersectionality
- ☒ None of the above
- ☐ N/A - Company is not legally allowed to collect demographic data

## Inclusive Work Environments Points Earned: 0 of 0

Does your company do any of the following to create an equitable and inclusive workplace for employees?

- ☐ Company has designated an individual or group explicitly responsible for diversity, equity and inclusion (i.e. a Diversity Manager and/or Diversity Committee)
- ☐ Company has voluntary employee resource or affinity groups to provide employee support and promote inclusion
- ☒ Company facilities are designed to meet accessibility requirements for individuals with physical disabilities
- ☒ Facility restrooms are gender neutral or gender inclusive
- ☐ Company has programs in place to provide mentorship, apprenticeships, internships, etc. for individuals from underrepresented groups
- ☐ Company accommodates learning and/or emotional disabilities in work processes and workplace policies
- ☐ Other (please describe)
- ☐ None of the above

## Diversity & Inclusion Trainings Points Available: 0

Does the company provide specific content in worker training on diversity, equity, and inclusion that includes any of the following topics?

- ☐ Discrimination and harassment training
- ☐ Definitions of diversity, equity and inclusion, as well as other key concepts related to an inclusive workplace
- ☐ Unconscious bias training
- ☐ Structural /institutional inequalities training
- ☐ Cultural awareness, competency, and/or resolving inter-cultural conflict training
- ☐ Empathy and/or emotional intelligence training
- ☐ Management / leadership for diversity, equity and inclusion
- ☐ Other (please describe)
- ☐ None of the above

## Management from Underemployed Groups Points Earned: 0.84211 of 0.84211

What % of management are women and/or individuals from underrepresented populations, including low-income communities?

- ☐ 0%
- ☐ 1-9%
- ☐ 10-24%
- ☐ 25-49%
- ☒ 50%+
- ☐ Don't know

**Ownership Diversity** Points Earned: 0 of 0.84211

What % of the company is owned by the following groups?

Women and/or individuals from underrepresented populations, including low-income communities

- ☐ 0%
- ☐ 1-4%
- ☐ 5-14%
- ☐ 15-24%
- ☐ 25%+
- ☒ Don't know

**Board of Directors Diversity** Points Earned: 0.561434737 of 0.84211

What % of the members of your Board of Directors (or equivalent) are women or individuals from other underrepresented populations?

- ☐ 0%
- ☐ 1-9%
- ☐ 10-24%
- ☒ 25-49%
- ☐ 50%+
- ☐ Don't know
- ☐ N/A - No board of directors or equivalent

**Supplier Ownership Diversity** Points Earned: 0 of 0.84211

What % of your Significant Suppliers are majority owned by women or individuals from underrepresented populations?

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

**Supplier Screen Topics** Points Earned: 0.5499975 of 0.73333

What is the social and environmental screen that is used for a majority of your company's Significant Suppliers:

- ☐ No formal screening process in place
- ☐ Screened for negative practices or regulatory non-compliance (e.g. no child labor)
- ☒ Screened for positive practices beyond what is required by regulations (environmentally-friendly manufacturing process; excellent labor practices, etc.)

**Suppliers in Low-Income Communities** Points Earned: 0 of 0.53333

What % of your Significant Suppliers are located in low-income communities or create employment opportunities for other chronically underemployed populations?

- ☐ <10%
- ☐ 10-19%
- ☐ 20-30%
- ☐ >30%
- ☒ Don't Know

## Product and Marketing Inclusion and Accessibility Points Available: 0

Does your company do any of the following to make your products and/or marketing materials more inclusive or accessible?

- ☐ Company's public website meets accessibility standards for individuals with disabilities, such as the Web Content Accessibility Guidelines 2.0
- ☐ Company has a written marketing and communications policy addressing diversity, equity, and inclusion
- ☐ Company monitors language and images in its marketing and communications to avoid bias and reflect diversity, equity, and inclusion
- ☐ Company formally incorporated inclusion and accessibility into the design process for products/services themselves
- ☐ Company has external feedback mechanisms to improve inclusion and accessibility of marketing and communications
- ☐ Other (please describe)
- ☐ None of the above

## Low Impact Renewable Energy Use Points Earned: 1.457142 of 2.42857

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

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

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

## Facility Energy Efficiency Points Earned: 1.21429 of 1.21429

For which of the following systems have you used energy conservation/efficiency measures for each of your corporate facilities/locations (by majority of 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 specify)
- ☐ None of the above

## GHG Inventory Points Available: 0

Have you conducted an inventory of GHG emissions for the following aspects of your company in order to identify the most intensive sources and set strategies for improvement?

- ☐ Yes, for Scope 1 (emissions from sources that are owned or controlled by the company)
- ☐ Yes, for Scope 2 (indirect emissions from the consumption of purchased electricity, heat or steam)
- ☐ Yes, for Scope 3 (Other indirect emissions)
- ☐ Yes, for entire product life cycle
- ☐ No
- ☐ Don't Know

## GHG Targets and Improvement Points Available: 0

Which of the following describes the way the company manages its greenhouse gas emissions for at least Scope 1 and 2?

- ☐ We do not currently monitor and record emissions
- ☐ We regularly monitor and record emissions but have not set any reduction targets
- ☐ We regularly monitor and record emissions and have set specific reduction targets relative to previous performance (e.g. 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 address climate change
- ☐ We have met the specific reduction targets set during this reporting period

## % GHG Emissions Offset Points Earned: 0 of 0.32258

If your company purchased certified carbon credits in the reporting period, what % of GHG emissions were off-set?

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

## Mission Lock Points Earned: 10 of 10

Separate from a mission statement, has your company done any of the following to legally ensure that its social or environmental mission will be maintained over time, regardless of company ownership?

- ☐ Signed a contract or board resolution to amend or adopt a legal form that requires consideration of employees, community and the environment (i.e. Signed B Corp Term sheet but have not yet adopted stakeholder consideration)
- ☐ Amended corporate governing documents to require the consideration of employees, community and the environment (e.g. Amended Articles of Incorporation)
- ☐ Has a specific legal entity/governance structure that preserves mission (i.e. cooperative)
- ☒ Legal entity/governance structure preserves mission and requires stakeholder consideration (i.e. Benefit Corp or cooperative that has amended governing documents to include stakeholder consideration)
- ☐ Other - Please describe
- ☐ None of the above

## Inclusive Business Model Points Available: 0

Is your company's business model designed to create a more inclusive economy? If so, which of the following best describes your business model?

- ☐ Our product or service is designed to address a specific social problem for underserved individuals, such as access to basic services, health care, education, or economic opportunities
- ☐ Our company is at least 40% owned by all of our non-executive workers or suppliers
- ☐ Our company focuses on alleviating poverty through its supply chain or distribution networks (for instance through fair trade purchasing or micro-enterprise models)
- ☐ Our business model is designed to support and build the economic vitality of our local community through local sourcing, banking, service, ownership, etc.
- ☐ Our company has a formal program to hire and train people with chronic barriers to employment.
- ☐ Our company has a charitable giving business model focused on donating at least 2% of our revenues specifically to create economic opportunities for under-served groups
- ☐ Our product/service promotes climate justice by reducing greenhouse gas emissions
- ☐ None of the above

## Other Inclusive Practices Points Available: 0

Recognizing that any list of key metrics will always be incomplete, and the metrics from the BIA as a whole can always be improved, are there other key inclusive metrics that you would like to improve upon?

**Participation in the Inclusive Economy Challenge** Points Available: 0

Have you finished indicating the metrics your company will be focusing on for the Inclusive Economy Challenge?

Once you have used the Improvement star to mark the metrics your company is targeting, confirm them here to receive relevant improvement resources from B Lab.

- ☐ Yes, send us resources
  - ☐ Not yet, we're still deciding
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# Full Impact Assessment

## Governance

### Mission & Engagement

#### Level of Impact Focus Points Earned: 0 of 0

Select the description that best describes your business.

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

- ☐ Positive social/environmental impact is desirable but not a particular focus for our business.
- ☐ Social and environmental impact is frequently considered but it isn't a high priority.
- ☐ We consider social and environmental impact in some aspects of our business but infrequently.
- ☐ We consistently incorporate social and environmental impact into decision-making because we consider it important to the success and profitability of our business.
- ☒ We treat our social/environmental impact as a primary measure of success for our business and prioritize it even in cases where it may not drive profitability.

#### Mission Statement Characteristics Points Earned: 0.1 of 0.2

Does your company have a corporate mission statement, and does it include any of the following?

Please check all that apply.

- ☐ No written statement
- ☐ A written corporate mission statement that does not include a social or environmental commitment
- ☒ A general commitment to social and/or environmental responsibility and stewardship
- ☐ 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 to landfill with upcycled products)
- ☐ A commitment to serve a target beneficiary group in need (e.g. low income customers, smallholder farmers)

#### Mission Statement Points Earned: of 0

Please type or paste your mission statement here.

• To deliver the wisdom of Nature, thus relieving suffering and promoting optimal health. • To advance the organic mission, nourishing body and soul with the healing intelligence of pure whole foods and herbal supplements. • To nurture and sustain Mother Earth, the source of natural healing. • To honor and reward personal growth, for enlightened teamwork depends on the vitality of every member of the New Chapter family.

#### Mission Training Points Earned: 0.2664 of 0.4

Which type of employee training does your company provide regarding its social and environmental mission?

Please check all that apply.

- ☐ No social or environmental mission
- ☐ No training on the company's social and environmental mission
- ☐ Only informal inclusion in orientation, training and/or instruction
- ☒ Specific, formal training integrated into new employee and new manager training
- ☒ Specific, formal training integrated into ongoing employee and manager training
- ☐ Workers articulate goals and achievements on social and environmental metrics as an individual or part of a workplace team
- ☐ All supervisors and managers receive training on how to communicate social and environmental goals to employees and implement accountability for results

### Board Review of Social/Environmental Performance Points Earned: 0.2 of 0.4

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

- ☐ No
- ☒ Yes - The Board receives a general update on the company's social and/or environmental performance
- ☐ Yes - The Board reviews key performance indicators (KPIs) on the company's social and/or environmental performance
- ☐ N/A - No Board of Directors or equivalent governing body

### Managers with Responsibilities to Mission Points Earned: 0.1 of 0.4

What proportion of full-time managers have social or environmental mission-related responsibilities or expectations outlined in their job description?

- ☐ 0%
- ☒ 1-49%
- ☐ 50-99%
- ☐ 100%

### Social/ Environmental Management Reviews Points Earned: 0.2 of 0.4

What portion of management had a formal written performance evaluation/review in the last year that included social and/or environmental goals?

- ☐ 0
- ☒ 1-49%
- ☐ 50-99%
- ☐ 100%

### Mission-driven Executive Job Descriptions Points Earned: 0.4 of 0.4

Is the compensation of your CEO and those who directly report to the CEO tied to achieving specific social and environmental metrics or objectives?

Please check all that apply.

- ☐ No
- ☒ Yes, CEO/President compensation
- ☒ Yes, other senior management team member(s) compensation

### Stakeholder Engagement Points Earned: 0 of 0.4

In the last year, how did the company solicit specific feedback from its external stakeholders (excluding employees and investors) regarding the company's social and environmental performance?

Please check all that apply.

- ☒ No formal stakeholder engagement
- ☐ Meetings or other engagement mechanisms with local community members
- ☐ Meetings or other engagement mechanisms with social or environmental advocacy groups
- ☐ Online stakeholder forum to provide/report social or environmental concerns or feedback
- ☐ Third party or anonymous surveys
- ☐ Other (please describe)

### Social/Environmental Key Performance Indicators Points Earned: 0.2 of 0.4

Are there key performance indicators (KPIs) or metrics that your company tracks at least annually to determine if you are meeting your social or environmental objectives?

- ☐ We don't track key social or environmental performance indicators
- ☒ We measure KPIs/metrics or outputs that we have identified and defined in order to determine if we are achieving our social and environmental objectives
- ☐ We measure social and environmental outcomes over time (examples: 3rd-party impact assessments, progress out of poverty indexing, beneficiary outcome surveys, etc.)

## Corporate Accountability

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### Governance Structures Points Earned: 0.25 of 0.25

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

The answer to this question affects questions you'll encounter further on in your assessment.

- ☐ Owner/Manager only
  - ☐ Non-Fiduciary Advisory Board
  - ☒ Board of Directors or Equivalent
- 

### Governing Body Characteristics Points Earned: 0 of 1

Which of the following apply to your company's Board of Directors or equivalent governing body?

Please check all that apply.

- ☐ Meets at least quarterly
  - ☐ Includes at least 1 independent member
  - ☐ Includes at least 50% independent members
  - ☐ Oversees executive compensation
  - ☐ Reports members names and relation to company transparently to public
  - ☐ Has an Audit Committee with at least 1 independent member
  - ☐ Has a Compensation Committee with at least 1 independent member
  - ☐ Company is a cooperative and elects Board from membership
  - ☒ None of the above
  - ☐ N/A - Company has no Board of Directors or equivalent
- 

### Governing Body Stakeholder Representation Points Earned: 0 of 0.25

Which of the following stakeholder groups or relevant independent experts have voting seats on the Board of Directors or equivalent governing body?

Select all that apply.

- ☐ Executive employee representative
  - ☐ Non-executive employee representative
  - ☐ Community expertise (e.g. local university representative)
  - ☐ Environmental expertise (e.g. environmental nonprofits)
  - ☐ Customers
  - ☒ None of the above
  - ☐ N/A - no Board of Directors or other governing body
- 

## Ethics

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### Financial Controls Points Earned: 0.27273 of 0.27273

Does the company maintain any of the following financial controls?

Please check all that apply.

- ☐ None
  - ☒ 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 and any internal control deficiencies identified are communicated to BoD and senior management.
  - ☒ Lines of financial reporting, responsibilities and limits for the authorization, approval and verification of disbursements are all documented in writing
  - ☒ Document financial control activities, which at the minimum cover controls around cash disbursement, accounts receivable, accounts payable, and inventory management
-

## Anti-Corruption Practices Points Earned: 0.181856364 of 0.27273

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

- ☒ Written employee whistle-blowing policy provides legal protection to workers, with strict confidentiality easily accessible ; circulated to all employees
  - ☒ Helpline or anonymous mechanism to report grievances/concerns
  - ☐ Individual or department oversight with direct access to Board of Directors
  - ☐ Other (please describe)
  - ☐ None of the above
- 

## Instruction on Code of Ethics Points Earned: 0.27273 of 0.27273

Which of the following describes how your company instructs employees regarding your Code of Ethics about behavioral expectations, bribery and corruption?

Please check all that apply.

- ☐ No Code of Business Conduct (or equivalent policy) or training on the Code
  - ☒ We instruct the Board of Directors on the Code at least annually
  - ☒ We instruct all newly hired workers on the Code
  - ☒ We instruct managers on the Code on an on-going basis
  - ☒ We instruct all non-managerial workers on the Code on an ongoing basis
  - ☒ We communicate changes to the Code whenever it is updated
  - ☐ Other (please describe)
- 

## Code of Ethics Points Earned: 0.181856364 of 0.27273

Which of the following aspects are covered in your Code of Ethics?

- ☒ Bribes in any form, including kickbacks or gifts, on any portion of contract payments or soft dollar practices are prohibited
  - ☒ Formal oversight policy covering direct or indirect political contributions, charitable donations and sponsorships
  - ☐ Financial and in-kind contributions to political parties, politicians, lobby groups, charitable organizations and advocacy groups are publicly disclosed
  - ☐ Other (please describe)
  - ☐ None of the above
  - ☐ N/A - No Code of Ethics
- 

## Breached Code of Ethics Breachment Policy Points Earned: 0.27273 of 0.27273

In cases where there are material breaches to the company's Code of Ethics, does the company have formal written guidelines in place for taking the following actions?

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

## Conflict of Interest Questionnaire Points Earned: 0.13636 of 0.13636

Is there an annual conflict of interest questionnaire filled out by all board members and officers?

Include members of other governing body if not a Board.

- ☒ Yes
  - ☐ No
  - ☐ N/A - No Board of Directors or equivalent
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## Transparency

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### Audited Financials Points Earned: 0 of 1

Does the company produce financials that are audited annually by an internationally accredited Certified Public Accountant (CPA)?

- ☐ Yes  
☒ No

### Financial Transparency with Employees Points Earned: 1 of 1

Does the company have a formal process to share financial information with its full-time employees?

Exclude compensation data. Please check all that apply.

- ☐ No  
☐ Yes - the company shares financial information if employees ask for them  
☒ Yes - the company discloses all financial information (except salary info) at least yearly  
☒ Yes - the company discloses all financial information (except salary info) at least quarterly  
☐ Yes - The company has complete transparency of financial information and formally empowers all employees and departments to actively participate in financial planning (i.e. Open Book Management)  
☐ Yes - In addition to sharing financials the company also has an intentional education program around shared financials

### Ownership Transparency with Employees Points Earned: 1 of 1

Do all full-time employees have access to written information that identifies all material owners and investors of the company?

- ☒ Yes  
☐ No

### Impact Reporting Points Earned: 0 of 1

Does the company publicly share information on its social and/or environmental performance? If so, how?

- ☒ No public reporting on social or environmental performance  
☐ Specific quantifiable social and/or environmental indicators or outcomes are made public  
☐ Company sets public targets and shares progress to those targets  
☐ Information is shared/updated annually  
☐ Information is presented in a formal report that allows comparison to previous time periods  
☐ Information adheres to a comprehensive third party standard (ex. GRI or B Impact Assessment)  
☐ A third party has validated the information shared  
☐ Impact reporting is integrated with financial reporting

## Governance Metrics

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### Last Fiscal Year Points Earned: of 0

On what date did your last fiscal year end?

2017-06-30

### Reporting Currency Points Earned: 0 of 0

Reporting currency

US Dollar - USD

### Revenue Last Year Points Earned: 0 of 0

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. The answer to this question affects questions you'll encounter further on in your assessment.

85943823

### Revenue Year Before Last Points Earned: 0 of 0

Total Earned Revenue  
From the fiscal year before last

85000000

### Earnings Before Interest & Taxes Last Year Points Earned: 0 of 0

EBIT (Earnings Before Interest & Taxes)  
From the last fiscal year

-8000000

### Earnings Before Interest & Taxes Year Before Last Points Earned: 0 of 0

EBIT (Earnings Before Interest & Taxes)  
From the fiscal year before last

-10000000

### Net Income Last Year Points Earned: 0 of 0

Net Income  
From the last fiscal year

-5000000

### Net Income Year Before Last Points Earned: 0 of 0

Net Income  
From the fiscal year before last

-6000000

## Mission Locked

### Mission Lock Points Earned: 10 of 10

Separate from a mission statement, has your company done any of the following to legally ensure that its social or environmental mission will be maintained over time, regardless of company ownership?

- ☐ Signed a contract or board resolution to amend or adopt a legal form that requires consideration of employees, community and the environment (i.e. Signed B Corp Term sheet but have not yet adopted stakeholder consideration)
- ☐ Amended corporate governing documents to require the consideration of employees, community and the environment (e.g. Amended Articles of Incorporation)
- ☐ Has a specific legal entity/governance structure that preserves mission (i.e. cooperative)
- ☒ Legal entity/governance structure preserves mission and requires stakeholder consideration (i.e. Benefit Corp or cooperative that has amended governing documents to include stakeholder consideration)
- ☐ Other - Please describe
- ☐ None of the above

## Workers

### Worker Metrics

### Majority Hourly vs. Salaried Workers Points Earned: 0 of 0

Are the majority of your employees paid on a fixed salary or a daily/hourly wage?

This is a REQUIRED question that determines the set of additional questions your company will respond to regarding your employee impact. The answer to this question affects questions you'll encounter further on in your assessment.

- ☒ Fixed Salary
- ☐ Daily/Hourly Wage

**# of Full Time Workers** Points Earned: 0 of 0

Number of Total Full-Time Workers

Current Total Full-Time Workers

The answer to this question affects questions you'll encounter further on in your assessment.

241

**# of Full Time Workers Last Year** Points Earned: 0 of 0

Number of Total Full-Time Workers

Total Full-Time Workers 12 months ago

The answer to this question affects questions you'll encounter further on in your assessment.

251

**# of Part Time Workers** Points Earned: 0 of 0

Number of Total Part-Time Workers

Current Total Part-Time Workers

The answer to this question affects questions you'll encounter further on in your assessment.

4

**# of Part Time Workers Last Year** Points Earned: 0 of 0

Number of Total Part-Time Workers

Total Part-Time Workers 12 months ago

The answer to this question affects questions you'll encounter further on in your assessment.

0

**# of Temporary Workers** Points Earned: 0 of 0

Number of Total Temporary Workers

Current Total Temporary Workers

The answer to this question affects questions you'll encounter further on in your assessment.

1

**# of Temporary Workers Last Year** Points Earned: 0 of 0

Number of Total Temporary Workers

Total Temporary Workers 12 months ago

The answer to this question affects questions you'll encounter further on in your assessment.

2

## Compensation & Wages

---

**Total Wages** Points Earned: 0 of 0

Total Wages (including bonuses)

17000000

**Lowest Paid Wage** Points Earned: 0 of 0

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

Please exclude students and interns in this calculation.

16

**% Above the Living Wage** Points Earned: 1.88889 of 1.88889

What % above living wage did your lowest-paid worker (excluding interns) receive during the last fiscal year?

- ☐ 0% or below
- ☐ 1-14%
- ☐ 15-24%
- ☒ 25%+
- ☐ N/A - No living wage data available for country of operations

**High to Low Pay Ratio** Points Earned: 0.944445 of 1.88889

What multiple is the highest compensated individual paid (inclusive of bonus) as compared to the lowest paid full-time worker?

- ☐ >20x
  - ☐ 16-20x
  - ☒ 11-15x
  - ☐ 6-10x
  - ☐ 1-5x
- 

**Market Compensation Comparison** Points Earned: 1.2466674 of 1.88889

Based on a company referenced compensation study in the last two years, how does your company's compensation structure (excluding executive management) compare with the market?

---

**Bonus Plan Characteristics** Points Earned: 0.47222 of 0.94444

Which of the following are true about the company's bonus plan:

- ☐ Bonuses are given but there is no formal plan
  - ☐ Formal guidelines on the structure of the bonus plan (e.g. eligibility, profit/revenue target tied to the bonus pool, allocation criteria) are disseminated and accessible to all workers
  - ☒ All full-time and part-time workers are eligible in the plan
  - ☐ None of the above
- 

**Employees Receiving a Bonus** Points Earned: 1.4166675 of 1.88889

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

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

**Compensation & Wages (Salaried)**

---

**Non-executive Wage Increases** Points Earned: 0.63327 of 1.9

Subtracting for inflation increase, what was the average % increase in wage/salary paid to non-executive workers in the last fiscal year?

Select 0% if average increase was at or below inflation rate.

- ☐ 0-2%
  - ☒ 3-5%
  - ☐ 6-15%
  - ☐ >15%
  - ☐ N/A - No workers last year
-



### Bonus Plan Characteristics Points Earned: 0.63327 of 1.9

In the last fiscal year, the company's bonus plan for non-executives represented what % of the company's salary base?

Please select 0% if your company did not have bonuses issued.

- ☐ No bonus payout, or no bonus plan
- ☐ <1%
- ☒ 1-5%
- ☐ 6-15%
- ☐ >15%

## Benefits

### Healthcare Plan Points Earned: 2.225 of 2.225

Does the company's healthcare plan available to all full-time workers include any of the following practices?

Select all that apply.

- ☒ Coinsurance of 80%+ covered by healthcare plan
- ☒ Company pays 80%+ of individual premium
- ☒ Company pays 80%+ of family coverage premium
- ☒ Out-of-pocket maximum for individual coverage of \$2000 or less (net of company HSA or equivalent contribution)
- ☒ Annual deductible for individual coverage of \$1000 or less (net of company HSA or equivalent contribution)
- ☒ Co-payment of \$20 or less per primary care visit paid for by worker
- ☒ Prescription drug coverage where workers pay \$10 or less for generic drugs, \$30 or less for brand name drugs and \$50 or less for non-formulary drugs
- ☐ Explicit policy of transgender inclusive healthcare coverage
- ☐ None of the above

### Workers Participating in Healthcare Plan Points Earned: 0.55625 of 1.1125

What % of full-time workers are enrolled in a health care plan offered by your company?

- ☐ <70%
- ☐ 70-79%
- ☒ 80-89%
- ☐ 90-99%
- ☐ 100%

### Healthcare Eligibility for Part Time Workers Points Earned: 0.77875 of 1.1125

At what juncture do your part time employees qualify for health care benefits?

- ☐ No additional health insurance benefits provided by the company to part time workers
- ☐ 30+ hours per week
- ☐ 25-30 hours per week
- ☒ 20-24 hours per week
- ☐ 15-19 hours per week
- ☐ <15 hours per week
- ☐ N/A - Company has no part-time employees

### Part Time Worker Participation in Healthcare Plan Points Earned: 0 of 1.1125

What % of part-time workers who work more than 20 hours a week are enrolled in the private healthcare plan offered by your company?

- ☐ No additional health insurance benefits provided by the company to part time workers
- ☐ 0%
- ☐ 1-39%
- ☐ 40-59%
- ☐ 60-79%
- ☐ 80%+
- ☒ N/A - No part-time workers working more than 20 hours per week

### Employee Retirement Plan Points Earned: 0.6490325 of 1.1125

Does your company have an Employee Retirement Plan available for workers? If so, which of the following apply?

Retirement plans may include Pensions, Profit sharing, 401(k), etc.

- ☐ Retirement plan is not available for all tenured workers
- ☐ Retirement plan is available with no company match
- ☒ Partially matched of 4% or less
- ☐ Partially matched greater than 4%
- ☐ Full match of 4% or less
- ☐ Full match greater than 4%
- ☒ Plan includes Socially-Responsible Investing option

### Supplementary Benefits Points Earned: 2.225 of 2.225

What additional benefits are offered to full-time tenured workers?

Tenured employees defined as with the company for 1+ years or life of the company.

- ☐ No additional benefits
- ☒ Dental insurance
- ☒ Short-term disability
- ☒ Long-term disability
- ☒ Structured account mechanism for qualified medical expenses (e.g. HSA, HRA, FSA)
- ☐ Domestic partner, civil union, and/or same-sex marriage spousal benefits
- ☒ Life insurance
- ☒ Other benefits (please describe)

*employee paid life insurance, voluntary accident insurance, voluntary critical illness insurance, accidental death and dismemberment, employee assistance program, 100% pay for maternity leave*

### Worker Benefits (Salaried)

---

#### Number of Paid Days Off Points Earned: 1.019997 of 1.13333

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

- ☐ 0-15 work days
- ☐ 16-22 work days
- ☐ 23-29 work days
- ☒ 30-35 work days
- ☐ 36+ work days

**Paid Primary Caregiver Leave for Salary Workers** Points Earned: 0.8499975 of 1.13333

What is the minimum number of weeks salaried workers receive paid primary caregiver leave, either through the company or the government?

- ☐ 0-5 weeks
- ☐ 6-11 weeks
- ☒ 12-17 weeks
- ☐ 18-23 weeks
- ☐ 24+ weeks

**Paid Secondary Caregiver Leave** Points Earned: 0.188871111 of 0.56667

What is the minimum paid secondary caregiver leave offered to tenured workers either through the company or the government?

- ☐ None
- ☒ Up to 2 weeks
- ☐ 2 to 5 weeks
- ☐ Greater than 5 weeks

**Minimum Severance Provided** Points Earned: 0.188871111 of 0.56667

What is the minimum amount of severance offered in practice and in writing to all full-time tenured workers?

Tenured employees are defined as with the company for 1+ years or life of the company. Exclude employees terminated with cause.

- ☐ <2 weeks
- ☒ 2-4 weeks
- ☐ 5-6 weeks
- ☐ 7+ weeks

## Training & Education

**Intern Hiring Practices** Points Earned: 0.055 of 0.22

Which of the following is true of intern hiring practices?

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."

- ☐ There is a formalized policy/program outlining the objectives of internships or internship programs for participants
- ☐ Company partners with education institutions to provide internship opportunities
- ☐ Interns are paid a living wage
- ☐ Interns receive formal performance reviews
- ☐ Interns have a formal opportunity to provide feedback on experience
- ☐ Interns have been hired on as full time permanent employees in the past two years
- ☒ Intern tenures are restricted to not exceed 1 year if interns are not currently enrolled in school
- ☐ None of the above apply to my intern programs
- ☐ N/A - Company does not employ interns

**Internal Promotions** Points Earned: 0.165 of 0.22

What % of positions above entry level have been filled with internal candidates in the last 12 months?

Exclude material owners in your calculation.

- ☐ 0%
- ☐ 1-24%
- ☐ 25-49%
- ☒ 50-74%
- ☐ 75%+

### Internal Promotions Points Earned: 0.22 of 0.22

What % of employees have been internally promoted within the last 12 months?

Exclude material owners in your calculation.

- ☐ 0%
- ☐ 1-5%
- ☐ 6-15%
- ☒ >15%

### Paid Professional Development Days Points Earned: 0 of 0.22

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

- ☒ No formal policy
- ☐ 0 days
- ☐ 1-4 days
- ☐ 5-9 days
- ☐ 10+ days

### Management Training Points Earned: 0.22 of 0.22

Do new and existing managers get regular training and coaching on the following?

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

## Training & Education (Salaried)

### Skills-Based Training Participation Points Earned: 0.040625 of 0.1625

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

Skills-based training to advance core job responsibilities

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

### Providing Cross-Job Skills Training Points Earned: 0.040625 of 0.1625

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 (i.e. training beyond regular job responsibilities, e.g. public speaking training or management training for non-managers)

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

**Life Skill Training Participation** Points Earned: 0.121875 of 0.1625

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

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

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

**External Professional Development Participation** Points Earned: 0.08125 of 0.325

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

Include only those that are paid for in advance, reimbursed or subsidized by the company.

- ☐ 0%
  - ☒ 1-24%
  - ☐ 25-49%
  - ☐ 50-74%
  - ☐ 75%+
- 

**Subsidized Educational Opportunities** Points Earned: 0 of 0.325

What % of full-time workers received advancement or reimbursement for continuing education opportunities in the last fiscal year?

Continuing education opportunities include GED, college credits, industry-recognized accreditation, etc.

- ☒ 0
  - ☐ 1-5%
  - ☐ 6-15%
  - ☐ >15%
- 

**Outplacement Services** Points Earned: 0.040625 of 0.1625

For what % of terminated full-time employees are formal outplacement services provided?

Exclude employees terminated with cause.

- ☐ 0%
  - ☒ 1-24%
  - ☐ 25-49%
  - ☐ 50-74%
  - ☐ 75%+
- 

**Worker Ownership**

---

## % Participation in Employee Ownership Points Earned: 0 of 1.75

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

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

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

## Employee Ownership Points Earned: 0 of 1.75

What % of the company is owned or formally reserved as part of a written plan for full-time workers and management (including founders/executives)?

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

- ☒ 0%
  - ☐ 1-24%
  - ☐ 25-49%
  - ☐ 50-74%
  - ☐ 75-99%
  - ☐ 100%
  - ☐ N/A
  - ☐ Don't Know
- 

## % of Company Owned by Non-Executive Employees Points Earned: 0 of 3.5

What % of the company is owned by full-time workers who are non-executive employees and non-founders?

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

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

## Management & Worker Communication

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### Employee Review Process Points Earned: 0.7 of 0.7

Is there a formal consistent process for providing performance feedback to all tenured employees which includes any of the following?

Check all that apply.

- ☒ Is conducted on at least an annual basis
  - ☐ Includes peer and subordinate input
  - ☒ Provides written guidance for career development
  - ☒ Includes social and environmental goals
  - ☒ Clearly identifies achievable goals
  - ☐ Follows a 360-degree feedback process
  - ☐ None of the above
-

## Employee Handbook Information Points Earned: 0.175 of 0.175

Does your company have a written employee handbook that workers have access to and includes any of the following information?

Check all that apply.

- ☐ No written employee handbook
  - ☒ A non-discrimination statement
  - ☒ An anti-harassment policy
  - ☒ Statement on work hours
  - ☒ Pay and performance issues
  - ☒ Policies on benefits, training and leave
  - ☒ Grievance resolution
  - ☒ Disciplinary procedures and possible sanctions
  - ☐ Statement regarding workers' right to bargain collectively and freedom of association
  - ☐ Prohibition of child labor and forced/compulsory labor
- 

## Employee Satisfaction Points Earned: 0.7 of 0.7

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

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

- ☐ N/A
  - ☐ <65%
  - ☐ 65-80%
  - ☐ 81-90%
  - ☒ >90%
- 

## Employee Metric Transparency Points Earned: 0 of 0.175

Which of the following employee metrics are regularly collected, monitored and made transparent to all employees?

- ☐ Retention and turnover metrics
  - ☐ Diversity metrics
  - ☒ None
- 

## Termination Policy Points Earned: 0.35 of 0.35

Which of the following is included in your company's termination policy?

Exclude situations requiring immediate dismissal / with cause.

- ☐ No written notice required prior to termination
  - ☐ Required written notice of worker performance only
  - ☒ Required written notice of worker performance and a stated probationary period
  - ☐ N/A - No written termination policy
- 

## Management & Worker Communication (Salaried)

---

### Average Tenure Points Earned: 0.3 of 0.3

What is the average tenure of your current workforce?

- ☐ <12 months
  - ☐ 1-3 years
  - ☐ 3-5 years
  - ☒ >5 years
- 

## Job Flexibility/Corporate Culture

---

## Health and Wellness Initiatives Points Earned: 0.4 of 0.4

Do company policies support any of the following health and wellness initiatives above insurer-provided programs?

Check all that apply.

- ☐ Company does not offer any formal health and wellness initiatives
- ☒ Company sponsors and encourages workers to participate in health and wellness activities during the workweek (i.e. walking or steps programs)
- ☒ Company offers incentives for workers to complete health risk assessments or participate in health and wellness activities (e.g., a fund for exercise equipment, subsidized gym membership, etc.)
- ☐ Over 25% of workers have completed a health risk assessment in the last 12 months
- ☒ Employees have access to behavioral health counseling services, web resources or Employee Assistance Programs
- ☒ Spouses, partners, or children of employees provided access to behavioral health counseling services, web resources or Employee Assistance Programs
- ☒ Company has policies and programs in place to prevent ergonomic-related injuries in the workspace
- ☐ Management receives reports on aggregate participation in worker wellness programs
- ☒ Other (please describe)

*Onsite Nurse, Healthy Snack Program, Zoomba and Yoga Programs*

---

## Job Flexibility/Corporate Culture (Salaried)

### Worker Flexibility Options Points Earned: 0.33333 of 0.44444

Does the company offer any of the following job flexibility options, 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 (working from home one or more days per week)
- ☐ Job-sharing
- ☐ None of the above

---

### Workplace Flexibility in Practice Points Earned: 0.44444 of 0.44444

Which of the following flexible workplace practices occurred 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

---

### Supplementary Benefits Points Earned: 0.88889 of 0.88889

Which of the following supplementary benefits are offered to employees?

Please check all that apply.

- ☐ Onsite childcare
- ☐ Offsite subsidized child care
- ☒ Counseling services
- ☒ Free or subsidized meal
- ☒ Policy to support breastfeeding mothers
- ☐ Other (please describe)
- ☐ None



## Career Development Policies Points Earned: 0.074088148 of 0.22222

Which of the following are true of career development and promotion policies and practices?

- ☐ Employees who seek to take a short-term leave/sabbatical will have his/her job guaranteed upon return
- ☐ Efforts will be made to find a place for employees who seek to take a long-term leave/sabbatical upon return
- ☒ Employees are able to make lateral moves or change career direction or pace when possible
- ☐ None of the above

---

## Occupational Health & Safety

### Management Commitment to Health and Safety Points Earned: 0.24 of 0.24

Does the company have any of the following practices with regards to management's commitment to worker health and safety?

- ☒ Written safety and health policy to minimize on-the-job employee accidents and injuries
- ☒ Safety and health integrated into overall management planning process and workers are involved in safety planning, resource allocation, audits, etc.
- ☒ Safety and health concerns communicated through regular safety and health trainings
- ☒ Specific safety and health program goals and objectives, with specific indicators to measure progress
- ☒ Senior management addresses safety issues through written word or in company gatherings at least quarterly
- ☒ Formal safety reporting system for employees to submit their safety concerns
- ☒ Safety procedures easily accessible for all on site personnel, including workers, non-managerial staff, and visitors
- ☐ Participation in an external program demonstrating commitment and excellence in safety and health (e.g. Voluntary Protection Program)
- ☐ N/A - No manufacturing or wholesale facilities
- ☐ None of the above

---

### Health and Safety Audit Practices Points Earned: 0.24 of 0.24

Which of the following is included in your company's practices related to inspections/audits:

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

---

### Evaluating Health and Safety Practices Points Earned: 0.24 of 0.24

Which of the following is included in your company's measurement and evaluation practices in relation to occupational safety and health?

- ☐ A standardized third-party safety management system (i.e. ISO 18001, BS 8800)
- ☒ A safety position, safety committee or safety program representative reporting to 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
- ☒ Injury or illness trends and trend data are transparent to all workers
- ☒ An annual evaluation of the safety and health system including senior management in the evaluation
- ☐ Has an employee safety recognition program
- ☒ Engages with employees on regular Safety Perception Surveys
- ☐ None of the above

## Worksite Characteristics Points Earned: 0.24 of 0.24

Check all of the worksite characteristics below that apply:

- ☒ At the beginning of every shift, a briefing with front-line workers is held to share information and/or discuss the work for the day
- ☒ Results of a hazard analysis or routine activities are documented
- ☒ Potential hazards are identified, analyzed and managed when new materials or equipment are purchased or new process implemented
- ☒ Workers are permitted in written communication to shut down an unsafe process
- ☐ None of the above

## Tracking Hazards Points Earned: 0.24 of 0.24

Which of the following does your company do regarding hazard elimination and tracking:

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

## Worker Business Models Introduction

### Impact Business Model: Worker Ownership Points Earned: 0 of 0

Is your company structured to benefit its employees in the following way?

The answer to this question affects questions you'll encounter further on in your assessment.

- ☐ Ownership structures that provide significant equity (>40%) and empowerment to all employees (i.e. employee-owned companies/cooperative)
- ☒ No

## Community

### Job Creation

#### New Jobs Added Last Year Points Earned: 0 of 0

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 12 months:

8

#### New Jobs Added Year Before Last Points Earned: 0 of 0

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.

Prior 12 months:

0

#### Job Growth Rate Points Earned: 0 of 2.13333

By what % has your worker base grown over the last 12 months?

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

**Departed Employees** Points Earned: 0 of 0

Number of full-time and part-time workers that departed/left the company during the last 12 months.

Enter 0 if None. Select N/A only if there are no workers.

45

**Attrition Rate** Points Earned: 0 of 2.13333

What was the attrition rate at the company for full-time and tenured part-time workers for the last 12 months?

Exclude workers terminated with cause.

**Workers from Low-Income Areas** Points Earned: 0 of 1.06667

What % of workers (including full-time and part-time and temporary workers) are verified/self-identified to be a part of the following groups?

Individuals residing in a low income area

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

**Workers from Underemployed Groups** Points Earned: 0 of 1.06667

What % of workers (including full-time and part-time and temporary workers) are verified/self-identified to be a part of the following groups?

Other chronically underemployed populations (e.g. individuals who are formerly incarcerated or homeless)

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

**Facilities in Low-Income Communities** Points Earned: 0 of 1.06667

What % of your workers are employed in company facilities located in low-income communities?

- ☐ <10%
- ☐ 10-19%
- ☐ 20-29%
- ☐ 30%+
- ☒ Don't Know

## Suppliers in Low-Income Communities Points Earned: 0 of 0.53333

What % of your Significant Suppliers are located in low-income communities or create employment opportunities for other chronically underemployed populations?

- ☐ <10%
- ☐ 10-19%
- ☐ 20-30%
- ☐ >30%
- ☒ Don't Know

## Diversity & Inclusion

---

### Female Employees Points Earned: 0 of 0

Number of total full-time and part-time female employees.

Enter 0 if None.

140

### Ownership Diversity Points Earned: 0 of 0.84211

What % of the company is owned by the following groups?

Women and/or individuals from underrepresented populations, including low-income communities

- ☐ 0%
- ☐ 1-4%
- ☐ 5-14%
- ☐ 15-24%
- ☐ 25%+
- ☒ Don't know

### Non-accredited Investor Ownership Points Earned: 0 of 0.84211

What % of the company is owned by the following groups?

Individuals that qualify as non-accredited investors

- ☐ 0%
- ☐ 1-4%
- ☐ 5-14%
- ☐ 15-24%
- ☐ 25%+
- ☒ Don't know

### Female Ownership Points Earned: of 0

Optional unweighted metrics: Approximately what % of your company's ownership is held by individuals from the following groups?  
Women

### Low-income Ownership Points Earned: of 0

Optional unweighted metrics: Approximately what % of your company's ownership is held by individuals from the following groups?  
Low income communities

### Ownership from Underrepresented Groups Points Earned: of 0

Optional unweighted metrics: Approximately what % of your company's ownership is held by individuals from the following groups?  
Other underrepresented populations (e.g. minorities, LGBT community, individuals with disabilities, etc.)

**Board of Directors Diversity** Points Earned: 0.561434737 of 0.84211

What % of the members of your Board of Directors (or equivalent) are women or individuals from other underrepresented populations?

- ☐ 0%
- ☐ 1-9%
- ☐ 10-24%
- ☒ 25-49%
- ☐ 50%+
- ☐ Don't know
- ☐ N/A - No board of directors or equivalent

**Female Directors** Points Earned: 0 of 0

Optional unweighted metrics: Approximately what % of your Board of Directors or other governing body are from the following groups?

Women

17

**Directors from Low-income Communities** Points Earned: of 0

Optional unweighted metrics: Approximately what % of your Board of Directors or other governing body are from the following groups?

Low income communities

**Minority Directors** Points Earned: of 0

Optional unweighted metrics: Approximately what % of your Board of Directors or other governing body are from the following groups?

Minority/previously excluded populations

**Directors from Underrepresented Populations** Points Earned: of 0

Optional unweighted metrics: Approximately what % of your Board of Directors or other governing body are from the following groups?

Other underrepresented populations (e.g. minorities, LGBT community, individuals with disabilities, etc.)

**Management from Underemployed Groups** Points Earned: 0.84211 of 0.84211

What % of management are women and/or individuals from underrepresented populations, including low-income communities?

**Female Management** Points Earned: 0 of 0

Optional unweighted metrics: Approximately what % of management is from the following groups?

Women

**Managers from Low-Income Areas** Points Earned: of 0

Optional unweighted metrics: Approximately what % of management is from the following groups?

Low income communities

### Managers from Underrepresented Groups Points Earned: of 0

Optional unweighted metrics: Approximately what % of management is from the following groups?  
Other underrepresented populations (eg - minorities, LGBT community, individuals with disabilities, etc.)

### Ethnic Diversity Compared to Area Points Earned: 0.84211 of 0.84211

Does the % of ethnic minorities employed at your company equal or exceed the % of ethnic minorities in your metro area?  
Percentage should be based on census or other government demographic data.

### Managing Gender Pay Equity Managers Points Earned: 0.42105 of 0.42105

Is average compensation for men and women equal in comparable managerial and non-managerial roles?  
Managerial

Allow a 5% margin of error while calculating. For more information on calculating, see Explain.

- ☒ Yes
- ☐ No
- ☐ Don't know
- ☐ N/A - Only one gender represented

### Managing Gender Pay Equity for Non-Managers Points Earned: 0.42105 of 0.42105

Is average compensation for men and women equal in comparable managerial and non-managerial roles?  
Non-managerial

Allow a 5% margin of error while calculating. For more information on calculating, see Explain.

- ☒ Yes
- ☐ No
- ☐ Don't know
- ☐ N/A - Only one gender represented

### Supplier Ownership Diversity Points Earned: 0 of 0.84211

What % of your Significant Suppliers are majority owned by women or individuals from underrepresented populations?

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

### Supplier Diversity Policy Points Earned: 0 of 0.42105

Does the company have a written policy giving preference to suppliers owned by women or individuals from underrepresented populations?

- ☐ Yes
- ☒ No
- ☐ N/A: Such policies are illegal in my country of operations

## Diversity and Inclusion Training Points Earned: 0 of 0.94118

Does the company provide specific content in worker training on inclusion and diversity issues related to any of the following specific underrepresented groups?

Check all that apply.

- ☐ Gender inclusiveness
- ☐ Minorities
- ☐ LGBT community
- ☐ Individuals with disabilities
- ☐ Other underrepresented groups (please describe)
- ☒ None of the Above

## Civic Engagement & Giving

### Corporate Citizenship Program Points Earned: 0.95238 of 0.95238

Does your company have a formal corporate citizenship program (with allocated resources) in place that includes the following:

- ☒ Statement on the intended social or environmental impact of company's charitable contributions
- ☒ Cash and in-kind donations (excluding political causes)
- ☒ Volunteer and pro bono service
- ☐ Formal donations commitment (e.g. 1% for the planet)
- ☒ Matching individual workers' charitable donations
- ☒ Allowing workers and/or customers to select charities to receive company's donations
- ☐ Other (please describe)
- ☐ None of the above

### Volunteer Service Policies Points Earned: 0.95238 of 0.95238

Are full-time employees granted in writing any of the following options for volunteer service?

- ☐ Non-paid time off
- ☒ Paid time off
- ☐ 20 hours or more a year of paid time off
- ☒ Workers offered incentives for volunteerism (office parties, competitions with prizes, etc.)
- ☐ Do not offer paid or unpaid time off

### % of Employees Volunteer Service Points Earned: 0.238095 of 0.95238

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

- ☐ 0%
- ☒ 1-24%
- ☐ 25-49%
- ☐ 50-74%
- ☐ >75%
- ☐ Don't know

### Tracking Volunteer Service Points Earned: 0.158714127 of 0.47619

Does your company monitor and record volunteer hours of company workers?

- ☐ We do not currently monitor and record our hours contributed
- ☒ Our company monitors and records hours contributed (no increase targets)
- ☐ Our company monitors hours contributed and has specific increase targets
- ☐ Our company monitors hours contributed and has met specific increase targets during the reporting period

**Total Amount of Volunteer Service Hours** Points Earned: 0 of 0

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.

113.5

**Volunteer Service Per Capita** Points Earned: 0.317523492 of 0.95238

What was the % of per capita worker volunteer, community service, or pro bono time donated in the reporting period?

Calculate by total volunteer hours / total hours worked, generally 2000 hours per FTE.

- ☐ 0%
- ☒ 0.1-0.5% of time
- ☐ 0.6-1% of time
- ☐ 1.1-2% of time
- ☐ >2% of time
- ☐ Don't know / not monitored

**Total Amount of Charitable Donations** Points Earned: 0 of 0

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.

107081.81

**% of Revenue Donated** Points Earned: 1.523808 of 3.80952

What was the equivalent % of revenue donated to charity during the last fiscal year?

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

- ☐ No donations last FY
- ☐ Less than 0.1% of revenues
- ☒ 0.1-0.4% of revenues
- ☐ 0.5-0.9% of revenues
- ☐ 1-1.9% of revenues
- ☐ 2%+ of revenues
- ☐ Don't know

**Charitable Organizations Supported** Points Earned: of 0

Which organizations does your company support?

New Chapter chooses to donate to organizations that are mission aligned and that support nutrition, the environment, the organic mission or our local communities. Art in the Neighborhood Brattleboro Area Affordable Brattleboro Area Hospice Brattleboro Film Festival Brattleboro Hockey Education Trust Brattleboro Memorial Hospital Brattleboro Retreat Brattleboro Winter Carnival Friends Of Brooks Memorial Library Friends of the West River Trail Good Beginnings of Central VT Green up Vermont Groundworks Colaborative Harpoon Bike Race - RacePartners Harris Hill Ski Jump HCRC Health Care & Rehab. Services Home at Last Last Night - Your New Year's Eve Celebration Latchis Arts Living Memorial Park NECCA Center for Circus NOFA (Northeast Organic Farmers Assoc) VT Rich Earth Institute SEVCA Southern Vermont Community Action Sojourns Community Health Clinic Strolling of the Heifers Vermont Community Loan Fund Vermont Foster Vermont Wilderness School Westmoreland PTA Windham & Windsor Housing Trust Windham Child Care Windham County Humane Society WVEW Radio (VT Earth Works) Youth Services

**Community Service and Charitable Practices** Points Earned: 0.95238 of 0.95238

Which of the following volunteer and charitable giving practices did your company employ in the last fiscal year?

Check all that apply.

- ☒ Company contributed the majority of its cash, service and in-kind donations to local markets it sourced from or operates in
- ☒ Company has public facing partnership with a service/charitable organizations
- ☐ Company provided facilities for community events or trainings
- ☐ Other innovative engagement practices (please describe)
- ☐ None of the above



**Advocacy for Social and Environmental Standards** Points Earned: 0.714285 of 0.95238

Has your company worked with policymakers and/or stakeholders (including competitors) to develop or advocate for increased adoption of social and environmental standards or voluntary practices in your industry in the past two years?

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

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**Local Involvement**

**Geographic Structure and Scope** Points Earned: of 0

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

*We have one home office located in Brattleboro Vermont*

**Local Purchasing and Hiring Policies** Points Earned: 0 of 1.6

Does the company have the following written local purchasing or hiring policies in place?

- ☒ No written local purchasing or hiring policy in place
- ☐ Written preference at each facility to purchase from local suppliers
- ☐ Ready-to-use lists of preferred local suppliers/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)

**Spending on Local Suppliers** Points Earned: 0 of 1.6

What % of your company's expenses (excluding labor) was spent with independent suppliers local to the company's headquarters or relevant production facilities?

- ☒ <20%
- ☐ 20-39%
- ☐ 40-59%
- ☐ 60%+
- ☐ Don't know

**Local Ownership** Points Earned: 0 of 1.6

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

- ☐ Yes
- ☒ No
- ☐ Don't know

## National Sourcing Points Earned: 1.6 of 1.6

What % 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%
- ☒ 80%+

## Impactful Banking Services Points Earned: 0 of 1.6

Is the majority of your company's banking services provided by an institution with any of the following characteristics?

- ☐ A certified CDFI or national equivalent social investment organization
- ☐ A Certified B Corporation
- ☐ A member of the Global Alliance for Banking on Values
- ☐ A cooperative bank or credit union
- ☐ A local bank committed to serving the community
- ☐ An independently owned bank
- ☒ None of the above

## Suppliers, Distributors & Product

### Significant Supplier Descriptions Points Earned: 0 of 0

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/Advertising
- ☐ Office Supplies
- ☐ Benefits Providers
- ☐ Technology
- ☒ Raw materials
- ☐ Farms
- ☐ Other

### Social or Environmental Screening of Suppliers Points Earned: 0 of 0

Does your company screen and/or evaluate Significant Suppliers for social and environmental impact?

This question determines the set of supplier-focused questions your company will respond to. The answer to this question affects questions you'll encounter further on in your assessment.

- ☒ Yes
- ☐ No

### Supplier Screen Topics Points Earned: 0.5499975 of 0.73333

What is the social and environmental screen that is used for a majority of your company's Significant Suppliers:

- ☐ No formal screening process in place
- ☐ Screened for negative practices or regulatory non-compliance (e.g. no child labor)
- ☒ Screened for positive practices beyond what is required by regulations (environmentally-friendly manufacturing process; excellent labor practices, etc.)

### Supplier Evaluation Practices Points Earned: 0.73333 of 0.73333

When monitoring and evaluating the on-going social and environmental performance of the majority of Significant Suppliers, which of the following apply?

- ☐ No formal supplier monitoring and evaluation process
- ☒ Significant Suppliers are evaluated based on company's own criteria
- ☒ Significant Suppliers are evaluated based on social and environmental standards best-in-class third-party certification for your industry (ISO, SA8000, etc.)
- ☐ Company visits a majority of Significant Suppliers on-site

### Length of Supplier Relationships Points Earned: 0.73333 of 0.73333

What is the average tenure of your relationships with Significant Suppliers?

- ☐ Less than 24 months
- ☐ 24-60 months
- ☐ 61-96 months
- ☒ 96 months or more
- ☐ Don't know

### Supplier Code of Conduct Points Earned: 0.73333 of 0.73333

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

This may include policies on Fair Trade. The answer to this question affects questions you'll encounter further on in your assessment.

- ☒ Yes
- ☐ No

### Supplier Code of Conduct Topics Points Earned: 0.73333 of 0.73333

Does the company's Supplier Code of Conduct policy specifically hold the company's suppliers accountable to the following areas of social and environmental performance?

- ☒ Working hours
- ☒ Freely chosen employment
- ☒ Compensation
- ☒ Child labor
- ☒ Freedom of association
- ☒ Health & safety
- ☒ Use of materials
- ☒ Product's environmental impact
- ☒ Information on how the Code will be monitored and reviewed (self-audits, site visits, etc.)
- ☐ N/A - No Supplier Code of Conduct

### Supplier Code of Conduct Remediation Points Earned: 0.366665 of 0.73333

In the cases where suppliers were not yet adhering to the supplier code of conduct, which of the following remediation practices have been implemented before determining whether to terminate the relationship?

- ☐ Company has fully disclosed to the public any material breaches of conduct by suppliers that have occurred in the past 5 years
- ☒ Company formulated a corrective action plan with suppliers with goals and timeline for improvement
- ☐ Company provided training and education to address non-compliance and poor performance
- ☐ Company required a time period for suppliers to make changes to adhere to code of conduct or otherwise terminated contract
- ☐ N/A - No Supplier Code of Conduct
- ☐ None of the above

### Supplier Code of Conduct Compliance Assessments Points Earned: 0 of 1.46667

Which suppliers are assessed for Supplier Code of Conduct compliance at least every other year?

Check all that apply.

- ☐ All primary suppliers of core products or principal raw materials
- ☐ All primary suppliers of non-core products
- ☐ All sub-contractors responsible for the majority of an order
- ☒ None
- ☐ N/A - No Supplier Code of Conduct

### Disclosure of Suppliers Points Earned: 0 of 0.73333

What % of Significant Suppliers (on currency basis) are made transparent on the company's website?

- ☒ 0%
- ☐ 1-49%
- ☐ 50-79%
- ☐ 80%+
- ☐ Don't know

### Supplier Quality Assurance Reviews Points Earned: 0.73333 of 0.73333

What % of Significant Suppliers (on currency basis) are subjected to regular quality assurance reviews or audits?

- ☐ 0-49%
- ☐ 50-62%
- ☐ 63-75%
- ☒ >75%

### Support for In Need Suppliers Points Earned: 0 of 0.73333

Do you have a program that identifies suppliers in need of support, education and/or training? If so, which of the following characteristics apply to your program?

- ☐ Company reviews all Significant Suppliers for potential training needs
- ☐ Company has a formal education and support program for selected Significant Suppliers
- ☐ Company sets goals and expectations with suppliers to improve their social and environmental performance
- ☐ Company provides incentives for suppliers with strong social and environmental performance
- ☐ Other (describe)
- ☒ No formal supplier development program

### Independent Contractor Practices Points Earned: 0 of 0.73333

Which of the following describe your relationships with all your company's independent contractors?

- ☐ Formal routine process for independent contractors to receive post-project/contract performance feedback
- ☐ Formal routine process for independent contractors to communicate post-project or post-contract feedback to the company
- ☐ Independent contractors are verified to either work on a time-bound basis, or else split their time with work for other clients. Contractors not meeting either criteria have been offered employment.
- ☐ Independent contractors are paid a living wage (when calculated as hourly wage when living wage data is available)
- ☐ We have independent contractors, but have not engaged in any of these practices
- ☒ N/A - We haven't used independent contractors in the last year

## Social or Environmental Purchases Points Earned: 0.73333 of 0.73333

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

- ☐ 0
- ☐ 1-19%
- ☐ 20-39%
- ☐ 40-60%
- ☒ 60%+
- ☐ Don't know

## Revenue from Certified Products Points Earned: 0.73333 of 0.73333

During the last fiscal year, what % of revenues are generated from products that have a certification that assesses the product or production process for the product (including certifications related to social and environmental performance)?

- ☐ 0%
- ☐ 1-9%
- ☐ 10-24%
- ☐ 25-74%
- ☐ 75-99%
- ☒ 100%
- ☐ Don't know
- ☐ N/A

## Quality Assurance Methodology Points Earned: 0.73333 of 0.73333

Do you use an established methodology to manage quality assurance issues?

Examples include PDSA, Six Sigma, DMAIC, TQM, Zero Defects, etc

- ☒ Yes
- ☐ No

## Community Business Models Introduction

### Community Oriented Business Models Points Earned: 0 of 0

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

The answer to this question affects questions you'll encounter further on in your assessment.

- ☐ A producer-owned cooperative structure in which suppliers share control and benefits of company operations (e.g. farmer cooperative, artisanal cooperative)
- ☐ Purchasing fair/direct trade to improve livelihoods for underserved groups in your supply chain
- ☐ A micro-distribution or micro-franchising model that provides economic opportunities to underserved groups
- ☐ A formal standing commitment to donate a significant portion of sales/profits/ownership to charitable causes (>2% sales, >20% profits/ownership)
- ☐ Providing high quality jobs and/or professional development for individuals with chronic barriers to employment (workforce development programs)
- ☐ A community-focused business model that supports and builds the economic vitality of local communities
- ☒ None of the above

## Environment

Land, Office, Plant

### Green Building Standards Points Earned: 0 of 0.51613

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

- ☒ <20%
- ☐ 20-49%
- ☐ 50-79%
- ☐ 80%+
- ☐ N/A - Company has virtual office

### Previously Constructed Buildings Points Earned: 0.51613 of 0.51613

What % of the square footage of all company facilities is located in previously constructed buildings?

Select N/A if your company utilize virtual office.

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

### Recycling Programs Points Earned: 0.51613 of 0.51613

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?

See Explain This for definition.

- ☐ <20%
- ☐ 21-40%
- ☐ 41-60%
- ☐ 61-80%
- ☒ >80%

### Environmental Management Systems Points Earned: 0.825808 of 1.03226

Does your company have an environmental management system that includes any of the following?

Please check all that apply.

- ☒ Policy statement documenting the organization's commitment to the environment
- ☒ Assessment undertaken of the environmental impact of the organization's business activities
- ☒ Stated objectives and targets for environmental aspects of the organization's operations
- ☐ Programming designed, with allocated resources, to achieve these targets
- ☒ Periodic compliance and auditing to evaluate programs conducted
- ☐ None of the above

## Environmental Design Considerations Points Earned: 0.172077742 of 0.51613

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

Please only select answer options being applied to at least 20% of the company's products and services (by revenue).

- ☐ Source reduction employed in reducing materials use in both products and packaging
  - ☒ Standardized product components/parts to maximize useful life via disassembly/reprocessing
  - ☐ Identifies resource content on manufactured items to enable eventual recycling
  - ☐ Program that facilitates maintenance, servicing and reassembly of company's own products
  - ☐ Company takes back similar products from other manufacturers for disassembly/reprocessing
  - ☐ Company participates in a product reclamation program established by another party
  - ☐ Other (please describe)
  - ☐ None of the above
- 

## Chemical Reduction Methods Points Earned: 0.51613 of 0.51613

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
- 

## Chemical Management Points Earned: 0.51613 of 0.51613

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 completed a study of all materials (including scarce metals and minerals) in product and chemicals to 1000ppm level
  - ☒ Company has completed a study of all materials in product and chemicals to 100ppm level
  - ☒ Company has undergone an evaluation of products and processes to identify potential toxic contaminants from production
  - ☒ Company has identified specific chemicals of concern classes (e.g., carcinogens, mutagens, reproductive toxins, endocrine disruptors, persistent or bioaccumulative substances)
  - ☒ Company has established a Restricted Substances List (RSL), has a positive screen or other decision process for chemical
  - ☒ Company has established metrics and goals for the reduction or elimination of chemicals of concern
  - ☐ Company publicly discloses the chemicals and/or materials in your product (e.g., on a label, website, via 800 number for information, etc.)
  - ☐ There are no potential chemicals or materials of concern in my industry
  - ☐ None of the above
-

## Environmental Purchasing Policy Topics Points Earned: 0.51613 of 0.51613

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)
- ☐ N/A - No environmentally preferable purchasing policy

## Reducing Impact of Travel/Commuting Points Earned: 0.1290325 of 0.51613

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

## Indoor Air Quality Monitoring Points Earned: 0.25806 of 0.25806

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

Select N/A if you have no facilities.

- ☒ Yes
- ☐ No
- ☐ NA

## Indoor Air Quality Audits Points Earned: 0.51613 of 0.51613

Do you conduct an annual indoor air quality audit of your facilities that includes the following?

Select all options that apply.

- ☒ No smoking within 25 feet of building entrances
- ☒ Compliance with the following criteria in ASHRAE Standard 62.1 1010, Ventilation for Acceptable Indoor Air Quality: Ventilation rates for applicable spaces meeting combined outdoor air rate in cfm per person shown in Table 6.1 (Compliance may be shown through CO2 measurement, BMS data or volumetric measurements.)
- ☒ Compliance with Table 5.1, Air Intake Minimum Separation Distances
- ☒ Compliance with Operations and Maintenance Section 8 via documented O&M records
- ☒ HVAC Filters - ASHRAE 52.1 2007 MERV rating of at least 8, with no air by pass
- ☒ Temperature and relative humidity levels in compliance with ASHRAE Standard 55
- ☒ Written IAQ Compliant response policy
- ☐ None of the above



## Facility Improvement with Landlord Points Earned: 0.51613 of 0.51613

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

Select N/A if you do not lease your building.

- ☒ Energy efficiency improvements
- ☒ Water efficiency improvements
- ☒ Waste reduction programs (including recycling)
- ☐ None of the above
- ☐ N/A - Company does not lease majority of facilities

## Context-Based Water Management Points Earned: 0.51613 of 0.51613

Does your company measure and manage its water in a context-based manner?

Context based management requires measurement against allocations of available renewable supplies in the watersheds in which it does business.

- ☒ Yes
- ☐ No
- ☐ Don't Know

## Context-Based GHG Management Points Earned: 0.51613 of 0.51613

Does your company measure and manage its GHG emissions in a context-based manner?

Context based management requires measurement against reduction targets specified in a science-based GHG stabilization scenario.

- ☒ Yes
- ☐ No
- ☐ Don't Know

## Context-Based Waste Management Points Earned: 0.51613 of 0.51613

Does your company measure and manage its solid wastes in a context-based manner?

Context based waste management includes measurements against levels tied to a zero waste plan.

- ☒ Yes
- ☐ No
- ☐ Don't Know

## Inputs

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### Monitoring Energy Usage Points Earned: 0.607145 of 1.21429

Does your company monitor, record and/or report its energy usage?

- ☐ We do not currently monitor and record our usage
- ☐ We monitor and record usage (no reduction targets)
- ☒ We monitor and report usage, and have specific reduction targets
- ☐ We monitor and record, set reduction targets and report progress on targets annually to a voluntary public reporting program
- ☐ We have met or exceeded those targets in the last FY

### Monitoring Water Usage Points Earned: 0.607145 of 1.21429

Does your company monitor, record and/or report its water usage?

- ☐ We do not currently monitor and record our usage
- ☐ We monitor and record usage (no reduction targets)
- ☒ We monitor and report usage, and have specific reduction targets
- ☐ We monitor and record, set reduction targets and report progress on targets annually to a voluntary public reporting program
- ☐ We have met or exceeded those targets in the last FY

**Total Energy Use** Points Earned: 0 of 0

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

3521.49

**Total Renewable Energy Use** Points Earned: 0 of 0

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

1936.82

**Total Water Use** Points Earned: 0 of 0

Total water use (liters) during the last 12 months

1557430

**Energy Use Reductions** Points Earned: 0.971428 of 2.42857

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

Please calculate based on changes from last year or annualized from a base year, referring to electricity use and other energy consumption from heating, hot water, etc.

- ☐ 0%
- ☐ 1-4%
- ☒ 5-9%
- ☐ 10-14%
- ☐ 15-20%
- ☐ >20%
- ☐ Don't know

**Low Impact Renewable Energy Use** Points Earned: 1.457142 of 2.42857

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

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

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

**Increasing Renewable Energy** Points Earned: 0 of 1.21429

Has the company increased its % use of low impact renewable energy annually at its corporate facilities?

- ☐ Yes
- ☒ No
- ☐ Already Maximized (100% low impact renewable)

**Facility Energy Efficiency** Points Earned: 1.21429 of 1.21429

For which of the following systems have you used energy conservation/efficiency measures for each of your corporate facilities/locations (by majority of 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 specify)
- ☐ None of the above

**Water Harvested Onsite or From Recycled Sources** Points Earned: 0 of 1.21429

What % of water used by the company is harvested on site or is from recycled sources?

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

**Water Conservation Practices** Points Earned: 0.404844286 of 1.21429

Which of the following water conservation methods have been implemented at the majority of your corporate offices:

- ☒ Low-flow faucets/taps, toilets/urinals, showerheads
  - ☐ Grey-water usage for irrigation
  - ☐ Low-volume irrigation
  - ☐ Harvest rainwater
  - ☐ Other (please describe)
  - ☐ None
  - ☐ N/A: My company has a virtual office
- 

**Water Use Practices** Points Earned: 1.21429 of 1.21429

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
- 

**Life Cycle Assessments** Points Earned: 0.242858 of 1.21429

For what percentage of your products on a revenue basis has your company performed Life Cycle Assessments or had their environmental impact certified by a third party?

- ☐ 0%
  - ☐ 1-24%
  - ☐ 25-49%
  - ☐ 50-74%
  - ☐ 75-99%
  - ☐ 100%
  - ☒ No formal life cycle study, but life cycle considerations taken into materials selection
  - ☐ N/A: My revenue is generated from a service and a LCA can not be conducted
-

**Cradle to Cradle Certification** Points Earned: 0 of 1.21429

What % of your revenues are from the sale of products that have been awarded Cradle To Cradle certification?

- ☒ 0%
  - ☐ 1-24%
  - ☐ 25-49%
  - ☐ 50-74%
  - ☐ 75-99%
  - ☐ 100%
  - ☐ N/A: My revenues are generated from a service and an LCA cannot be conducted.
- 

**Environmentally Preferred Materials** Points Earned: 0.971432 of 1.21429

What is the % of recycled, renewable, or other environmentally preferred materials in your product?

Include packaging in calculation.

- ☐ 0%
  - ☐ 1-24%
  - ☐ 25-49%
  - ☐ 50-74%
  - ☒ 75-99%
  - ☐ 100%
  - ☐ N/A - Company does not sell a physical product
- 

**Outputs**

---

**Monitoring Greenhouse Gas Emissions** Points Earned: 0.430063656 of 0.64516

Please select the option that best describe how you monitor and record the following emissions:  
Scopes 1 and 2 greenhouse gas (GHG) emissions

- ☐ Company does not currently monitor and record emissions
  - ☐ Company monitors and records emissions (no reduction targets)
  - ☒ Company monitors emissions and has specific reduction targets
  - ☐ Company monitors emissions and has met specific reduction targets during the reporting period
  - ☐ Eliminated emissions of this by-product entirely
  - ☐ N/A
- 

**Monitoring and Reporting Air Emissions** Points Earned: 0.430063656 of 0.64516

Please select the option that best describe how you monitor and record the following emissions:  
Significant air emissions

- ☐ Company does not currently monitor and record emissions
  - ☐ Company monitors and records emissions (no reduction targets)
  - ☒ Company monitors emissions and has specific reduction targets
  - ☐ Company monitors emissions and has met specific reduction targets during the reporting period
  - ☐ Eliminated emissions of this by-product entirely
  - ☐ N/A
-

**Monitoring and Reporting Hazardous Waste** Points Earned: 0.215031828 of 0.64516

Please select the option that best describe how you monitor and record the following emissions:  
Hazardous waste (including universal waste)

- ☐ Company does not currently monitor and record emissions
- ☒ Company monitors and records emissions (no reduction targets)
- ☐ Company monitors emissions and has specific reduction targets
- ☐ Company monitors emissions and has met specific reduction targets during the reporting period
- ☐ Eliminated emissions of this by-product entirely
- ☐ N/A

**Monitoring and Reporting Non-hazardous Waste** Points Earned: 0.64516 of 0.64516

Please select the option that best describe how you monitor and record the following emissions:  
Non-hazardous waste

- ☐ Company does not currently monitor and record emissions
- ☐ Company monitors and records emissions (no reduction targets)
- ☐ Company monitors emissions and has specific reduction targets
- ☒ Company monitors emissions and has met specific reduction targets during the reporting period
- ☐ Eliminated emissions of this by-product entirely
- ☐ N/A

**Monitoring Toxic Wastewater** Points Earned: 0.215031828 of 0.64516

Please select the option that best describe how you monitor and record the following emissions:  
Hazardous and toxic wastewater

- ☐ Company does not currently monitor and record emissions
- ☒ Company monitors and records emissions (no reduction targets)
- ☐ Company monitors emissions and has specific reduction targets
- ☐ Company monitors emissions and has met specific reduction targets during the reporting period
- ☐ Eliminated emissions of this by-product entirely
- ☐ N/A

**Intensity Reduction Targets** Points Earned: 0.64516 of 0.64516

Does your company set intensity reduction targets for the following inputs and outputs?

- ☒ Energy use
- ☒ Water use
- ☒ Non-hazardous waste generation
- ☐ Hazardous waste generation
- ☐ None of the above

**Total Waste Disposed** Points Earned: 0 of 0

Waste Disposed (metric tonnes) during the last 12 months

17.6

**Total Waste Recycled** Points Earned: 0 of 0

Waste Disposed: Recycled/Reused (metric tonnes) during the last 12 months

30.32

**Total Scope 1 GHGs** Points Earned: 0 of 0

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:  
Scope 1:

131

**Total Scope 2 GHGs** Points Earned: of 0

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:  
Scope 2:

**Total Scope 3 GHGs** Points Earned: of 0

Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:  
Scope 3:

**Greenhouse Gas Reduction Strategies** Points Earned: 0.430128172 of 0.64516

Have you studied the GHG emissions of your entire operation and supply chain, identified the most intensive sources, and set strategies for improvement?

- ☐ Yes for Scope 1
- ☒ Yes for Scopes 1 and 2
- ☐ Yes for Scopes 1, 2 and 3
- ☐ Yes, for product life cycle
- ☐ No
- ☐ Don't know

**Carbon Intensity** Points Earned: 0 of 0.64516

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

Measure intensity in metric tons of CO2/\$million of revenue. Calculate in USD to allow for standardized comparison.

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

**Greenhouse Gas Emissions Reduced** Points Earned: 0 of 1.29032

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

- ☒ 0%
- ☐ 1-4%
- ☐ 5-9%
- ☐ 10-14%
- ☐ 15-20%
- ☐ >20%
- ☐ Don't Know

**% GHG Emissions Offset** Points Earned: 0 of 0.32258

If your company purchased certified carbon credits in the reporting period, what % of GHG emissions were off-set?

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

**Waste Reduction Programs** Points Earned: 0.64516 of 0.64516

Does your company have a formal program to evaluate how to reduce its generation of hazardous, universal, and/or non-hazardous waste?

- ☒ Yes
- ☐ No
- ☐ Already maximized - we have achieved Zero Waste

**Hazardous Waste Disposal** Points Earned: 0.64516 of 0.64516

Is hazardous waste always disposed of responsibly, in a way that the company can verify?

This includes batteries, paint, electronic equipment, etc.

- ☒ Yes
- ☐ No
- ☐ N/A - We have eliminated hazardous waste

**Controlling Worker Exposure to Hazardous Material** Points Earned: 0.32258 of 0.32258

Has your company conducted the following assessments and implemented appropriate hazard mitigation and control strategies?  
Worker exposure to hazardous production materials

- ☐ No assessment conducted
- ☐ Assessment indicates some exposure; no action taken to date
- ☐ Assessment indicates some exposure; mitigation and control strategy implemented
- ☒ Assessment indicates no exposure

**Controlling Community Exposure to Emissions** Points Earned: 0.32258 of 0.32258

Has your company conducted the following assessments and implemented appropriate hazard mitigation and control strategies?  
Local communities exposure to emissions from manufacturing facilities

- ☐ No assessment conducted
- ☐ Assessment indicates some exposure; no action taken to date
- ☐ Assessment indicates some exposure; mitigation and control strategy implemented
- ☒ Assessment indicates no exposure

## End-of-life Product Reclamation Points Earned: 0 of 0.64516

Does your company have in place an active end-of-life product/component reclamation program that has any of the following practices in place?

- ☐ Method for standardizing and identifying product parts and components to maximize useful life via disassembly and or reprocessing
- ☐ Labeling of resource content on manufactured items to enable recycling at end-of-life
- ☐ Widely available program to facilitate maintenance, servicing and reassembly of company's own products
- ☐ Take back of similar products from other manufacturers for disassembly/reprocessing/recovery
- ☐ Participation in a product reclamation program established by another party
- ☒ None of the above

## % Water Returned to Table with Same Quality Points Earned: 0.64516 of 0.64516

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

- ☐ 0%
- ☐ 1-24%
- ☐ 25-49%
- ☐ 50-74%
- ☐ 75-99%
- ☒ 100%
- ☐ N/A
- ☐ Don't Know

## Transportation, Distribution & Suppliers

### Reducing Carbon Emissions from Transportation Points Earned: 0 of 0.8

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

### Ton Miles Reduction Points Earned: 0 of 0.8

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

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

- ☐ 0%
- ☐ 1-9%
- ☐ 10%-20%
- ☐ 21-50%
- ☐ >50%
- ☒ Not tracked / Unknown



**Sourcing % of COGS from Local Suppliers** Points Earned: 0 of 0.8

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?

Cost of Goods Sold (excluding labor)

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

**Sourcing % raw materials from Local Suppliers** Points Earned: 0 of 0.8

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

Raw materials (in currency terms) grown or harvested

By company or local independent suppliers.

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

**Tracking Chemicals in the Supply Chain** Points Earned: 0.26672 of 0.8

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 concentration 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

**Suppliers Tracking Energy Use** Points Earned: 0 of 0.4

What % of Significant Suppliers track and report the following:

Energy usage

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

**Suppliers Tracking Water Use** Points Earned: 0 of 0.4

What % of Significant Suppliers track and report the following:  
Water usage

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

**Suppliers Tracking Air and Water Emissions** Points Earned: 0 of 0.4

What % of Significant Suppliers track and report the following:  
Any hazardous or toxic air or water emissions

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

**Suppliers Tracking Waste and Recycling** Points Earned: 0 of 0.4

What % of Significant Suppliers track and report the following:  
Generation/recycling/reduction of solid waste

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

**Suppliers Tracking Hazardous Waste** Points Earned: 0 of 0.4

What % of Significant Suppliers track and report the following:  
Generation/recycling/reduction of hazardous waste

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

**Suppliers Tracking Greenhouse Gases** Points Earned: 0 of 0.4

What % of Significant Suppliers track and report the following:  
GHG Emissions

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

**Suppliers Using Renewable Energy** Points Earned: 0 of 0.8

What % of Significant Suppliers have achieved the following?

Used at least 10% renewable energy at their facilities

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

**Suppliers Reducing Greenhouse Gases** Points Earned: 0 of 0.8

What % of Significant Suppliers have achieved the following?

Reduced GHG emissions or use of ozone-depleting substances by at least 10% in the past two years

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

**Suppliers Reducing Waste** Points Earned: 0 of 0.8

What % of Significant Suppliers have achieved the following?

Implemented initiatives to reduce waste at the source or divert waste from landfills/incineration by at least 10 % in the past two years

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

**Suppliers Reducing Water Use** Points Earned: 0 of 0.8

What % of Significant Suppliers have achieved the following?

Recycled water on site or use close-loop or other water recovery systems to reduce the use of potable water

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

## Suppliers Responsibly Disposing Hazardous Waste Points Earned: 0 of 0.4

What % of Significant Suppliers have achieved the following?

Responsibly disposed of all hazardous waste generated from production

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

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## Environmental Models Introduction

### Environmental Business Model Points Earned: 0 of 0

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

The answer to this question affects questions you'll encounter further on in your assessment.

- ☐ Through a manufacturing, wholesale or agriculture process which is designed to significantly reduce environmental impact compared to typical practices for the industry
- ☒ Through a product or service that preserves, conserves, or restores the environment or resources
- ☐ None of the above

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## Environment Products & Services Introduction

### Environmental Product Benefits Points Earned: 0 of 0

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

Please select ONE option per product line. You may select an additional option if your product line has two separate environmental attributes. The answer to this question affects questions you'll encounter further on in your assessment.

- ☐ Provides or is powered by renewable energy or cleaner-burning energy than market alternatives (e.g. solar panel manufacturers/installers, hybrid vehicles)
- ☐ Conserves or diverts resources (including energy, water, materials, etc.)
- ☒ Conserves or preserves the well-being of land and/or animals (e.g. land protection or reforestation services, sustainably harvested agricultural products)
- ☒ Reduces or is made of less toxic/hazardous substances (e.g. brownfield remediation services, organic food, non-toxic cleaners)
- ☐ Educates, measures, researches, or provides information to solve environmental problems (e.g. environmental consulting auditing)
- ☐ None of the above

---

### Environmental Product/Service Certifications Points Earned: of 0

Does your product or service have any third-party certifications? If so, please list certifications.

To meet the definition of a qualified third-party certification, the certification must be independently verified, be standards-based, and have those standards be transparent.

*ICS (Organic), NSF (GMP) Non-GMO Project Verified, ASMI*

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## Land/wildlife Conservation

### Land/wildlife Conservation Overview Points Earned: of 0

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

*All our multivitamins are certified organic. Our fish oil is sourced from certified responsible fisheries. It also uses fish trim that would otherwise be wasted.*

## Land/wildlife Conservation Description Points Earned: 0 of 0

Which of the following product or service descriptions apply?

The answer to this question affects questions you'll encounter further on in your assessment.

- ☐ Product/ service requires specific practices to ensure the humane treatment of animals used as inputs in the product's creation (i.e. humane certified eggs)
- ☒ Product/service requires specific practices to ensure the sustainable harvesting or use of natural products and materials ( FSC certified paper; MSC seafood; shade-grown coffee)
- ☐ Product/ service directly prevents environment/ecosystem degradation (i.e. protected parks; wildlife management service)
- ☐ Product/service improves natural environments previously damaged by degradation (i.e. reforestation; endangered species repopulation)
- ☐ These descriptions do not apply to our company's product/service (Skip the remainder of this section)

## Revenue from Land/wildlife Conservation Points Earned: 0 of 0

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

The answer to this question affects questions you'll encounter further on in your assessment.

9.77%

## Tons of Carbon Offset Points Earned: of 0

If tracked, what was the total or per use number of metric tons of carbon (CO2) off-set or saved by use of your product or service during the last 12 months? Also, provide any of the following, if tracked:

Metric tons of GHG/CO2 equivalent

## Hectares Protected Points Earned: of 0

If tracked, what was the total or per use number of metric tons of carbon (CO2) off-set or saved by use of your product or service during the last 12 months? Also, provide any of the following, if tracked:

Number of hectares protected

## Wildlife Species Protected Points Earned: of 0

If tracked, what was the total or per use number of metric tons of carbon (CO2) off-set or saved by use of your product or service during the last 12 months? Also, provide any of the following, if tracked:

Number of wildlife species protected/saved

## Waste Diverted Points Earned: of 0

If tracked, what was the total or per use number of metric tons of carbon (CO2) off-set or saved by use of your product or service during the last 12 months? Also, provide any of the following, if tracked:

Metric tons of waste saved from landfill or incineration

## Water Saved Points Earned: of 0

If tracked, what was the total or per use number of metric tons of carbon (CO2) off-set or saved by use of your product or service during the last 12 months? Also, provide any of the following, if tracked:

Liters of water saved/off-set

## Verification of Land/wildlife Conservation Points Earned: 0.555555 of 1.11111

How do you verify that your product contributes to the outcome previously selected?

Please select all that apply.

- ☐ We have a track record of successful, verified positive outcomes and have created case studies based on these.
- ☒ There is secondary research that supports the link between our type of product and the stated outcome.
- ☐ We conduct our own direct research to track the outcomes produced for all our customers, such as impact-related survey
- ☐ We have third party certifications or verifications that verify the efficacy of our product/service in delivering outcomes
- ☐ We have performed, commissioned, or partnered with scientifically designed impact or outcome assessments to systematically learn about our product's impact
- ☐ Our product is too early stage to have research or studies that link our product to positive outcomes
- ☐ We cannot provide verification of our outcomes at this time.

## Efficacy of Land/wildlife Conservation Points Earned: 0 of 1.11111

If direct research on your product/service has been performed, did the results confirm that a desired outcome is being achieved?

- ☐ Yes
- ☐ No
- ☒ N/A - No direct research conducted

## Negative outcomes measured Points Earned: 0 of 1.11111

Does your company also measure and manage the negative or unintended outcomes generated by this business model?

- ☐ Yes
- ☒ No

## Innovative Land/wildlife Conservation Points Earned: of 0

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

*New Chapter was the first supplement company to have a full line of organic certified multivitamins and the first supplement company to have a full line of verified products by the Non-GMO Project.*

## Toxin Reduction / Remediation

### Toxin / Pollution Reduction Overview Points Earned: of 0

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

*Our products are made from organic and/or NON-GMO ingredients. We also exclusively use certified responsible, wild-Alaskan salmon for our fish oil products.*

### Toxin / Pollution Reduction Description Points Earned: 0 of 0

Which of the following product or service descriptions apply?

The answer to this question affects questions you'll encounter further on in your assessment.

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

### % Toxin Reduction Points Earned: of 0

What is the average % toxic/hazardous material reduction or pollution prevention (by weight or volume) achieved by the product or service?

### Revenue from Toxin Reduction / Remediation Points Earned: 0 of 0

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

The answer to this question affects questions you'll encounter further on in your assessment.

68.95%

### Tons of Carbon Offset Points Earned: of 0

If tracked, what was the total or per use number of metric tons of carbon (CO2) off-set or saved by use of your product or service during the last 12 months? Also, provide any of the following, if tracked:

Metric tons of GHG/CO2 equivalent

### kWh Saved Points Earned: of 0

If tracked, what was the total or per use number of metric tons of carbon (CO2) off-set or saved by use of your product or service during the last 12 months? Also, provide any of the following, if tracked:  
kWh saved/off-set

### Waste Diverted Points Earned: of 0

If tracked, what was the total or per use number of metric tons of carbon (CO2) off-set or saved by use of your product or service during the last 12 months? Also, provide any of the following, if tracked:  
Metric tons of waste saved from landfill or incineration

### Water Saved Points Earned: of 0

If tracked, what was the total or per use number of metric tons of carbon (CO2) off-set or saved by use of your product or service during the last 12 months? Also, provide any of the following, if tracked:  
Liters of water saved/off-set

### Verification of Toxin Reduction Points Earned: 0.555555 of 1.11111

How do you verify that your product contributes to the outcome previously selected?

Select all that apply.

- ☐ We have a track record of successful, verified positive outcomes and have created case studies based on these.
- ☒ There is secondary research that supports the link between our type of product and the stated outcome.
- ☐ We conduct our own direct research to track the outcomes produced for all our customers, such as impact-related survey
- ☐ We have third party certifications or verifications that verify the efficacy of our product/service in delivering outcomes
- ☐ We have performed, commissioned, or partnered with scientifically designed impact or outcome assessments to systematically learn about our product's impact
- ☐ Our product is too early stage to have research or studies that link our product to positive outcomes
- ☐ We cannot provide verification of our outcomes at this time.

### Efficacy of Toxin Reduction / Remediation Points Earned: 0 of 1.11111

If direct research on your product/service has been performed, did the results confirm that a desired outcome is being achieved?

- ☐ Yes
- ☐ No
- ☒ N/A - No direct research conducted

### Negative Impact Management Points Earned: 0 of 1.11111

Does your company also measure and manage the negative or unintended outcomes generated by this business model?

- ☐ Yes
- ☒ No

### Innovative Toxin Reduction / Remediation Points Earned: of 0

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

*We were the first vitamin/supplement company to fight for and achieve organic certification. We were also the first supplement company to be Non-GMO Project Verified. Since then, the entire industry has moved towards, and with us. Also see above on fish oil, as we use wild fish and avoid the environmental catastrophe which is the farmed fish industry.*

## Customers

### Customer Models Introduction

## Customer Impact Business Model Introduction Points Earned: 0 of 0

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

The answer to this question affects questions you'll encounter further on in your assessment.

- ☒ Yes
- ☐ No

## Customer Products & Services Introduction

### Positive Impact of Product/Service Points Earned: of 0

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

*We produce natural/organic vitamins, minerals and herbal therapeutics along with fish oil to increase personal health.*

### Beneficial Product Type Points Earned: 0 of 0

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

Only select the ONE most relevant option for each product line. This will guide you to a series of questions specific to the type of impact you indicate you are creating. The answer to this question affects questions you'll encounter further on in your assessment.

- ☐ Access to products/services that fulfill basic human needs for individuals without prior access (e.g. providers of electricity clean drinking water to rural poor communities, affordable housing projects, waste and sanitation systems or disposal)
- ☒ Improved or Maintained Health/Wellness (e.g. medical equipment, medical services and medicines, preventative health services or products, healthy living products, exercise and sporting products, prescription eyeglasses)
- ☐ Improved Education or Skills Development (e.g. schools, textbooks, tutoring services, career leadership training, educational tools, games and software)
- ☐ Increased economic opportunity for underserved groups (e.g. financial or insurance services or benefits consulting for the underserved, new mechanisms to connect products to market)
- ☐ Increased operational success or capital for purpose driven or underserved enterprises (e.g. impact investing or fundraising platforms, non-profit accounting services)
- ☐ Increased social and/or environmental impact for businesses or other organizations (e.g. sustainability consulting)
- ☐ Increased Access to Arts, Media, or Culture (e.g. independent media, artisanal crafts, photography, information services)
- ☐ None of the above

### Total Customer Individuals Points Earned: 0 of 0

Total Number of Customers  
Individuals:

1590

### Total Customer Organizations Points Earned: 0 of 0

Total Number of Customers  
Organizations:

4208

## Health & Wellness Improvement

### Health Product Description Points Earned: 0 of 0

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

The answer to this question affects questions you'll encounter further on in your assessment.

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



## Severity Of Health Issue Addressed Points Earned: 0 of 0

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

Please click on the Help Text icon for instructions The answer to this question affects questions you'll encounter further on in your assessment.

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

## Extent of Positive Health Outcomes Points Earned: 0 of 0

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

The answer to this question affects questions you'll encounter further on in your assessment.

- ☒ My product/service has been demonstrated to effectively and substantially address the stated health problem, independent of other factors
- ☐ My product contributes to the stated positive health outcome, but does so dependent upon other resources/circumstances outside of our control

## Revenue from Health Product/Service Points Earned: 0 of 0

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

The answer to this question affects questions you'll encounter further on in your assessment.

93.82%

## Individuals Served Points Earned: 0 of 0

How many customers/clients/beneficiaries were served through the provision of the previous products or services during the last 12 months? Please provide figures that are as accurate as possible. Estimates within +/- 5% acceptable. Do not double count. Individuals

853

## Households Served Points Earned: of 0

How many customers/clients/beneficiaries were served through the provision of the previous products or services during the last 12 months? Please provide figures that are as accurate as possible. Estimates within +/- 5% acceptable. Do not double count. Households

## Communities Served Points Earned: of 0

How many customers/clients/beneficiaries were served through the provision of the previous products or services during the last 12 months? Please provide figures that are as accurate as possible. Estimates within +/- 5% acceptable. Do not double count. Communities

## Organizations Served Points Earned: 0 of 0

How many customers/clients/beneficiaries were served through the provision of the previous products or services during the last 12 months? Please provide figures that are as accurate as possible. Estimates within +/- 5% acceptable. Do not double count. Businesses/Non-Profits

4208

## Governments Served Points Earned: of 0

How many customers/clients/beneficiaries were served through the provision of the previous products or services during the last 12 months? Please provide figures that are as accurate as possible. Estimates within +/- 5% acceptable. Do not double count. Governments

## Client Tracking Methods Points Earned: of 0

Please provide a brief description of how you track your customer/client/beneficiary figures.

*Our customer account numbering structure identifies type of customer. Employee, store employee and consumer/individual accounts are individuals. All others are business accounts (retailers).*

## Verification of Health Outcomes Points Earned: 1.66667 of 1.66667

How do you verify that your product contributes to the outcome previously selected?

Select all that apply.

- ☐ We have a track record of successful verified positive outcomes and have created case studies based on these.
- ☒ There is secondary research that supports the link between our type of product and the stated outcome.
- ☐ We conduct our own direct research to track the outcomes produced for all our customers, such as impact-related survey
- ☐ We have third party certifications or verifications that verify the efficacy of our product/service in delivering outcomes
- ☒ We have performed, commissioned, or partnered with scientifically designed impact or outcome assessments to systematically learn about our product's impact
- ☐ Our product is too early stage to have research or studies that link our product to positive outcomes
- ☐ We cannot provide verification of our outcomes at this time.

## Efficacy of Health Product/Service Points Earned: 1.66667 of 1.66667

If direct research on your product/service has been performed, did the results confirm that a desired outcome is being achieved?

- ☒ Yes
- ☐ No
- ☐ NA

## Innovative Health Products Points Earned: of 0

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

*For thousands of years, societies around the world have been fermenting foods with "good bacteria" to create gentle, cultured products such as yogurt, miso, and kefir. Fermented foods are broadly consumed today, and highly valued for their unique compounds. New Chapter was one of the first to bring the tradition of beneficial fermentation to all of our multivitamins—a culturing process that helps create dynamic nutrients. We also were at the forefront of the Co2 Supercritical extract delivery. It's a proprietary process that uses natural carbon dioxide to gently extract delicate plant compounds, including beneficial oils. The method can also highly concentrate phytonutrients, so the constituents of the finest whole herbs can be delivered in just one or two capsules.*

## Negative Impact Management Points Earned: 1.66667 of 1.66667

Does your company also measure and manage the negative or unintended outcomes generated by this business model?

- ☒ Yes
- ☐ No

## Serving In Need Populations

### Impact on Underserved Populations Points Earned: 0 of 0

Does your product/service benefit underserved populations, either directly or by supporting organizations that directly serve them?

- ☒ Yes
- ☐ No

### Underserved Beneficiaries Overview Points Earned: of 0

Describe the beneficiaries or end-users of your products or services and how you characterize them as underserved.

N/A

### Underserved Beneficiary Types Points Earned: 0 of 0

If your beneficiaries are underserved individuals, which of the following underserved populations do they belong to? If you serve organizations that serve the underserved, which of the following populations are your client's beneficiaries?

Select the option that most accurately reflects the majority of underserved beneficiaries. The answer to this question affects questions you'll encounter further on in your assessment.

- ☐ Low income, poor, or very poor
- ☐ Other populations underserved in your product/service category, which can include minorities, veterans, disabled individuals
- ☒ Individuals who are not underserved in your product/service category (do not continue)

### Impact on Underserved Populations Description Points Earned: 0 of 0

Which of the following best describes how your product/service benefits underserved populations previously described?

The answer to this question affects questions you'll encounter further on in your assessment.

- ☐ My product/service helps the financial viability of purpose-driven enterprises, which in turn allows them to continue to serve their underserved target population (ex. marketing or accounting services for a social service agency)
- ☐ My product/service directly helps purpose driven enterprises improve positive impact for their underserved beneficiaries, but is not designed specifically for that underserved population (e.g. teaching curriculum sold to low income schools)
- ☐ My product/service directly helps purpose driven enterprises improve positive impact for their underserved beneficiaries, and is specifically designed to benefit that underserved population (e.g. teacher training/curriculum specifically designed address challenges of teaching low income students)
- ☒ My product/service is directly used by the previous underserved populations (e.g. products marketed to or designed for the underserved)

### Low-Income Communities Served Points Available: 0

If relevant, select which of the following impoverished communities your company serves:

Low Income

- ☐ Urban
- ☐ Rural
- ☐ Peri-urban

### Poor Communities Served Points Available: 0

If relevant, select which of the following impoverished communities your company serves:

Poor

- ☐ Urban
- ☐ Rural
- ☐ Peri-urban

### Very Poor Communities Served Points Available: 0

If relevant, select which of the following impoverished communities your company serves:

Very poor

- ☐ Urban
- ☐ Rural
- ☐ Peri-urban

## Underserved Group Demographics Points Earned: 0 of 0

If relevant, which of the following beneficiary groups is your product/service targeting?

Not all beneficiary populations are themselves under-served groups.

- ☐ Young children (younger than 5 years old)
- ☐ Children and adolescents (5 years of age or older but younger than 18)
- ☒ Adults
- ☒ Elderly/older adults
- ☐ Persons with disabilities
- ☐ Minority/previously excluded populations
- ☒ Women
- ☒ Pregnant women
- ☐ Other at risk populations
- ☐ None of the above

## Underserved Client Tracking Points Earned: 0 of 0

Which of the following statements are true about your in-need customers/ clients?

- ☒ Most customers/clients continue with us year by year and latest figures for the year roughly reflect the total number of beneficiaries to date
- ☐ Customers/clients we reach each year are in addition to previous customers/clients and total number served should be calculated by adding together the numbers for each year
- ☐ Don't know - we don't sell direct to customers/clients

## Revenue from Serving In Need Populations Points Earned: of 0

How much revenue is generated through sale to the previously selected beneficiary group(s) or nonprofit(s)?

## % of Customers In-need Points Earned: of 0

What % of customers/end beneficiaries of your product or service are from an underserved population identified previously? If you serve purpose driven enterprises, please respond with the % of your revenues generated from services provided that benefited the previously selected underserved in the last fiscal year.

The answer to this question affects questions you'll encounter further on in your assessment.

## In-Need Individuals Served Points Earned: of 0

How many customers/clients served qualify in the previously selected underserved populations during the last 12 months? Do not duplicate individuals and households. Estimates within +/- 5% are acceptable.  
Individuals

## Underserved Households Points Earned: of 0

How many customers/clients served qualify in the previously selected underserved populations during the last 12 months? Do not duplicate individuals and households. Estimates within +/- 5% are acceptable.  
Households

## In-Need Communities Served Points Earned: of 0

How many customers/clients served qualify in the previously selected underserved populations during the last 12 months? Do not duplicate individuals and households. Estimates within +/- 5% are acceptable.  
Communities

## In-need Organizations Served Points Earned: of 0

How many customers/clients served qualify in the previously selected underserved populations during the last 12 months? Do not duplicate individuals and households. Estimates within +/- 5% are acceptable.  
Businesses/Non-Profits

## Underserved Government Entities Points Earned: of 0

How many customers/clients served qualify in the previously selected underserved populations during the last 12 months? Do not duplicate individuals and households. Estimates within +/- 5% are acceptable.  
Governments

## Client Tracking Methods Points Earned: of 0

Please provide a brief description of how you track your customer/client/beneficiary figures.

*Do not track*

## Increasing Accessibility for Underserved Groups Points Earned: 0 of 1.8

Which of the following products/services attributes assist in targeting the previously selected underserved communities:

- ☐ Product/service is accompanied by a zero-interest or below-market financing option (directly from company or through finance partner) with small repayment amounts to provide the poor access to purchase
- ☐ Company utilizes a cross-subsidization model whereby higher pricing for middle and high-income clients facilitates offering lower/subsidized pricing for low income clients/customers
- ☐ Product/service pricing model includes transparent pricing for all customers
- ☐ Vendor provides training on safe use and/or maintenance of the product/service
- ☒ These product/service attributes do not apply to our company (Skip the remainder of this section)

## Innovative Practices to Increase Accesssibilitiy Points Earned: of 0

Use the field below to describe any innovative technology, distribution or pricing models selected previously.

*does not apply*

## Poor Clients Served Points Earned: of 0

If relevant, how many customers/clients served in the last 12 months qualify as poor or very poor, with incomes below \$2/day? Do not double-count (e.g. if you report 5 households, do not also report the number of individuals in those 5 households). Estimates within +/- 5% acceptable.  
Individuals

## Low-Income Households Served Points Earned: of 0

If relevant, how many customers/clients served in the last 12 months qualify as poor or very poor, with incomes below \$2/day? Do not double-count (e.g. if you report 5 households, do not also report the number of individuals in those 5 households). Estimates within +/- 5% acceptable.  
Households

## Percent of Beneficiaries Poor or Very Poor Points Earned: of 14.4

What % of customers/beneficiaries qualify as poor or very poor with incomes below \$2.00 per day?  
Estimates within +/- 5% are acceptable. See currency converter in help text to get local currency terms.

## Revenue Products Benefiting Bottom of Pyramid Points Earned: of 0

How much revenue is generated through sale to clients/customers that live on less than \$2/day?

# Disclosure Questionnaire

## Disclosure Industries

## Illegal Product/Activity Points Earned: 0 of 0

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply. Any product or activity deemed illegal under host country laws or regulations or international conventions and agreements

- ☐ Yes
- ☒ No

**Disclosure Alcohol** Points Earned: 0 of 0

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.  
Alcohol (excluding beer and wine)

- ☐ Yes  
☒ No

**Commercial Logging** Points Earned: 0 of 0

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

- ☐ Yes  
☒ No

**Large Drift Fishing Nets (>2.5Km)** Points Earned: 0 of 0

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.  
Drift net fishing in the marine environment using nets in excess of 2.5 km in length

- ☐ Yes  
☒ No

**Disclosure Firearms Weapons** Points Earned: 0 of 0

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

- ☐ Yes  
☒ No

**Genetically Modified Organisms** Points Earned: 0 of 0

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

- ☐ Yes  
☒ No

**Disclosure Mining** Points Earned: 0 of 0

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

- ☐ Yes  
☒ No

**Nuclear Power** Points Earned: 0 of 0

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

- ☐ Yes  
☒ No

**Petroleum Or Coal Utility** Points Earned: 0 of 0

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.  
Fossil fuel-based oil or coal utility

- ☐ Yes  
☒ No

**Banned Ozone Depleting Substances** Points Earned: 0 of 0

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.  
Ozone depleting substances subject to international phase-out

- ☐ Yes  
☒ No
- 

**Banned Persistent Organic Pollutants** Points Earned: 0 of 0

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.  
Persistent organic pollutants (POPs) that are banned or scheduled to be phased out of production

- ☐ Yes  
☒ No
- 

**Internationally Banned Pesticides/Herbicides** Points Earned: 0 of 0

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.  
Pesticides/herbicides subject to international phase-out or bans

- ☐ Yes  
☒ No
- 

**Internationally Banned Pharmaceuticals** Points Earned: 0 of 0

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.  
Pharmaceuticals subject to international phase-outs or bans

- ☐ Yes  
☒ No
- 

**Radioactive Materials** Points Earned: 0 of 0

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

- ☐ Yes  
☒ No
- 

**Disclosure Tobacco** Points Earned: 0 of 0

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

- ☐ Yes  
☒ No
- 

**Unbonded Asbestos Fibers** Points Earned: 0 of 0

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

- ☐ Yes  
☒ No
- 

**Disclosure Wildlife Regulated Under CITES** Points Earned: 0 of 0

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.  
Wildlife or wildlife products regulated under the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES)

- ☐ Yes  
☒ No
-

## Reliant On Substances Of Very High Concern Points Earned: 0 of 0

Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply. Chemical-intensive industries reliant on chemicals that meet the Substances of Very High Concern (SVHC) criteria under REACH

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

- ☐ Yes
- ☒ No

## Company Explanation Of Disclosure Item Flags Points Earned: of 0

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

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

*Does not apply*

## Disclosure Practices

### No formal Registration Under Domestic Regulations Points Earned: 0 of 0

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

Company is not formally registered in accordance with domestic regulations

- ☐ Yes
- ☒ No

### Tax Reduction Through Corporate Shells Points Earned: 0 of 0

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

Company has reduced or minimized taxes through the use of corporate shells or structural means

- ☐ Yes
- ☒ No

### Facilities located in sensitive ecosystems Points Earned: 0 of 0

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

Company facilities are located adjacent to or in sensitive ecosystems

- ☐ Yes
- ☒ No

### Company/Suppliers Employ Under Age 15 (Or Other ILO Minimum Age) Points Earned: 0 of 0

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

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

- ☐ Yes
- ☒ No

### Overtime For Hourly Workers Is Compulsory Points Earned: 0 of 0

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

Overtime work for hourly workers is compulsory

- ☐ Yes
- ☒ No



### Company workers are prisoners Points Earned: 0 of 0

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

Company uses workers who are prisoners

- ☐ Yes  
☒ No

### Company prohibits freedom of association/collective bargaining Points Earned: 0 of 0

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

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

- ☐ Yes  
☒ No

### Animal Testing Points Earned: 0 of 0

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

Animal testing is conducted

- ☐ Yes  
☒ No

### Conduct Business in Conflict Zones Points Earned: 0 of 0

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

Company exploitatively operates in conflict zones

- ☐ Yes  
☒ No

### Employs Individuals on Zero-Hour Contracts Points Earned: 0 of 0

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

Company employs individuals on zero-hour contracts

- ☐ Yes  
☒ No

### Company Explanation Of Disclosure Item Flags Points Earned: of 0

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

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

*does not apply*

## Disclosure Outcomes

### On-Site Fatality Points Earned: 0 of 0

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

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

- ☐ Yes  
☒ No

### **Hazardous Discharges Into Air/Land/Water (Past 5 Yrs)** Points Earned: 0 of 0

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

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

- ☐ Yes  
☒ No

### **Forced Relocation Of People Due To Company Operations** Points Earned: 0 of 0

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

Construction or operation of company facilities resulted in physical resettlement or economic displacement involving 5,000 or more people near your facility

- ☐ Yes  
☒ No

### **Material Recalls** Points Earned: 0 of 0

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

Material recalls due to quality control issues

- ☐ Yes  
☒ No

### **Material Litigation** Points Earned: 0 of 0

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

Material litigation or arbitration against company

- ☐ Yes  
☒ No

### **Company has filed for bankruptcy** Points Earned: 0 of 0

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

Company has filed for bankruptcy

- ☐ Yes  
☒ No

### **Company/Suppliers Involved In Large Scale Land Acquisition** Points Earned: 0 of 0

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

Construction or operation of company involved large scale land acquisition

- ☐ Yes  
☒ No

### **Company/Suppliers Involved In Large Scale Land Conversion** Points Earned: 0 of 0

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

Construction or operation of company involved large scale land conversion and/or degradation

- ☐ Yes  
☒ No

### Company/Suppliers Do Build/Refurbish Dams Points Earned: 0 of 0

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

Construction or operation of company and involved the construction or refurbishment of dams

- ☐ Yes  
☒ No

### Material Breaches of Confidential Information Points Earned: 0 of 0

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

Company has had material breaches of individual's confidential information

- ☐ Yes  
☒ No

### Company Explanation Of Disclosure Item Flags Points Earned: of 0

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

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

*Does Not Apply*

## Disclosure Penalties

### Penalties Assessed Regarding Diversity/Equal Opportunity Points Earned: 0 of 0

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

Diversity and equal opportunity

- ☐ Yes  
☒ No

### Penalties Assessed Regarding Company's Employee Safety Points Earned: 0 of 0

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

Employee safety or workplace conditions

- ☐ Yes  
☒ No

### Penalties Assessed For Environmental Issues Points Earned: 0 of 0

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

Environmental issues

- ☐ Yes  
☒ No

### Penalties Assessed Regarding Financial Reporting Points Earned: 0 of 0

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

Financial reporting

- ☐ Yes  
☒ No

### International Affairs Penalties Points Earned: 0 of 0

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

Geographic operations or international affairs

- ☐ Yes  
☒ No

### Penalties Assessed Regarding Investments Or Loans Points Earned: 0 of 0

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

Investments or Loans

- ☐ Yes  
☒ No

### Penalties Regarding Labor Issues (Including Supply Chain) Points Earned: 0 of 0

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

Labor issues (internal and supply chain)

- ☐ Yes  
☒ No

### Penalties Assessed Regarding Company's Marketing Points Earned: 0 of 0

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

Marketing

- ☐ Yes  
☒ No

### Penalties Assessed Regarding Political Contributions Points Earned: 0 of 0

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

Political contributions

- ☐ Yes  
☒ No

### Penalties Assessed Regarding Company's Product Safety Points Earned: 0 of 0

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

Product safety

- ☐ Yes  
☒ No

### Penalties Assessed Pertaining To Company Taxes Points Earned: 0 of 0

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

Taxes

- ☐ Yes  
☒ No

### Animal Welfare Penalties Assessed Points Earned: 0 of 0

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

Animal welfare

- ☐ Yes  
☒ No

### Bribery, Fraud Or Corruption Penalties Assessed Points Earned: 0 of 0

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

Bribery, fraud or corruption

- ☐ Yes  
☒ No

### Company Explanation Of Disclosure Item Flags Points Earned: of 0

If you selected "Yes" previously, please provide a detailed explanation of the complaint/fine/sanction here.

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

*see 2013 assessment*

## Supplier Disclosure

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### Workers Under the Age of 15 Points Earned: 0 of 0

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

Significant Suppliers employ workers under the age of 15 (or other minimum work age covered by the International Labour Organization Convention No. 138 )

- ☐ Yes  
☒ No  
☐ Don't Know

### Workers Who are Prisoners Points Earned: 0 of 0

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

Significant suppliers use any workers who are prisoners

- ☐ Yes  
☐ No  
☒ Don't Know

### Operational Fatality Points Earned: 0 of 0

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

Significant Suppliers have had an operational or on-the-job fatality

- ☐ Yes  
☐ No  
☒ Don't Know

### Accidental Hazardous Substances Points Earned: 0 of 0

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

Significant Suppliers' sites have experienced accidental discharges to air, land or water of hazardous substances

- ☐ Yes  
☐ No  
☒ Don't Know

### Resettlement or Economic Displacement Points Earned: 0 of 0

Please indicate if any of the following statements are true regarding your company's significant suppliers.  
Construction or operation of Significant Suppliers' facilities resulted in physical resettlement or economic displacement involving 5,000 or more people near their facility

- ☐ Yes  
☐ No  
☒ Don't Know
- 

### Land Acquisition Points Earned: 0 of 0

Please indicate if any of the following statements are true regarding your company's significant suppliers.  
Construction or operation of Significant Suppliers involved large scale land acquisition

- ☐ Yes  
☐ No  
☒ Don't Know
- 

### Land Conversion or Degradation Points Earned: 0 of 0

Please indicate if any of the following statements are true regarding your company's significant suppliers.  
Construction or operation of Significant Suppliers involved large scale land conversion and/or degradation

- ☐ Yes  
☐ No  
☒ Don't Know
- 

### Construction or Refurbishment of Dams Points Earned: 0 of 0

Please indicate if any of the following statements are true regarding your company's significant suppliers.  
Construction or operation of Significant Suppliers involved the construction or refurbishment of dams

- ☐ Yes  
☐ No  
☒ Don't Know
- 

### Material Fines or Sanctions Points Earned: 0 of 0

Please indicate if any of the following statements are true regarding your company's significant suppliers.  
Significant Suppliers have had material fines or sanctions in the last five years regarding the issues indicated in the goal Disclosure Penalties.

- ☐ Yes  
☐ No  
☒ Don't Know
- 

### Business in Conflict Zones Points Earned: 0 of 0

Please indicate if any of the following statements are true regarding your company's significant suppliers.  
Significant Suppliers exploitatively operate in conflict zones

- ☐ True  
☒ False  
☐ Don't Know
- 

### Other Disclosures

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#### Other Disclosures Points Earned: of 0

Are there any other sensitive aspects of the business that are necessary to disclose?

If this does not apply to you, please type "does not apply" in the area below.

*does not apply*

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