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### Terres d'Aventure

SCORE COMPLETION VERSION NAME SECTOR COMPANY SIZE 81.1 100% 6 Active Assessment Service 50-249

As wholly-owned subsidiary of Voyageurs du Monde, Terres d'Aventure 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 Terres d'Aventure as part of their certification as a B Corporation. Answers to questions that would reveal sensitive information (e.g. that would advantage competitors or prejudice litigation) are highlighted with a "Sensitive" textbox.

Sensitive

# Mission & Engagement

2.1

## **Level of Impact Focus**

Describe your company's approach to creating positive impact.

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

### **Mission Statement**

Please share the text of your formal mission statement here.

« Mettre chacun en mouvement en pleine nature, c'est changer les esprits et transformer le monde »

Points Available: 0.00

# **Social and Environmental Decision-Making**

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

Your answers determine which future questions in the assessment are applicable to your company.
Employee training that includes social or environmental issues material to our company or its mission
☐ Manager roles with job descriptions that explicitly incorporate social and environmental performance
Performance reviews that formally incorporate social and environmental issues
Compensation and job descriptions of executive team members that include social and environmental performance
✓ Board of Directors review of social and environmental performance
✓ We measure our externalities in monetary terms and incorporate them into our financial balances
Other - please describe
☐ None of the above
Points Earned: 0.30 of 0.75
Board Review of Social or Environmental Performance
Does the Board of Directors or equivalent governing body review your company's social or environmental performance on at least an annual basis?
○ No, our Board doesn't review that
Yes, the Board receives a general update on the company's social or environmental performance
Yes, the Board reviews key performance indicators (KPIs) on the company's social or environmental performance
O N/A - Our company has no Board of Directors or equivalent governing body
C 147.1 Can company had no board of biroctors of equivalent governing body

Points Earned: 0.75 of 0.75

# **Stakeholder Engagement**

Points Earned: 0.34 of 0.75

environmental performance?
☐ We have an advisory board that includes stakeholder representation
☐ We have a formal stakeholder engagement plan or policy that includes identification of relevant stakeholder groups
✓ We have created mechanisms to identify and engage traditionally underrepresented stakeholder groups or demographics
✓ We have formal and regular processes in place to gather information from stakeholders (focus groups, surveys, community
meetings, etc.)
☑ We have formal procedures to address results from stakeholder engagement, with a designated individual or team responsible for
appropriate follow ups.
☐ We report the results of stakeholder engagement on social and environmental performance to the highest level of oversight in the
company, such as the Board
☐ We publicly report on stakeholder engagement mechanisms and results
Other - please describe
☐ No formal stakeholder engagement
Uno formal stakeholder engagement
Points Earned: 0.38 of 0.38
Points Earned: 0.38 of 0.38  Management of Material Social and Environmental Issues
Points Earned: 0.38 of 0.38
Points Earned: 0.38 of 0.38  Management of Material Social and Environmental Issues  How does your company identify, measure, and manage the most material social and environmental
Points Earned: 0.38 of 0.38  Management of Material Social and Environmental Issues  How does your company identify, measure, and manage the most material social and environmental issues relevant to your operations and business model?
Points Earned: 0.38 of 0.38  Management of Material Social and Environmental Issues  How does your company identify, measure, and manage the most material social and environmental issues relevant to your operations and business model?  Answers 3-5 can only be selected if a materiality assessment has been conducted and answer 2 applies.
Points Earned: 0.38 of 0.38  Management of Material Social and Environmental Issues  How does your company identify, measure, and manage the most material social and environmental issues relevant to your operations and business model?  Answers 3-5 can only be selected if a materiality assessment has been conducted and answer 2 applies.  We track impact metrics that we've chosen based on company mission or executive decision
Management of Material Social and Environmental Issues  How does your company identify, measure, and manage the most material social and environmental issues relevant to your operations and business model?  Answers 3-5 can only be selected if a materiality assessment has been conducted and answer 2 applies.  We track impact metrics that we've chosen based on company mission or executive decision  We have conducted a materiality assessment of our company using stakeholder engagement mechanisms or research
Management of Material Social and Environmental Issues  How does your company identify, measure, and manage the most material social and environmental issues relevant to your operations and business model?  Answers 3-5 can only be selected if a materiality assessment has been conducted and answer 2 applies.  We track impact metrics that we've chosen based on company mission or executive decision  We have conducted a materiality assessment of our company using stakeholder engagement mechanisms or research  We have identified and measure metrics based on the results of the materiality assessment we conducted for the company
Management of Material Social and Environmental Issues  How does your company identify, measure, and manage the most material social and environmental issues relevant to your operations and business model?  Answers 3-5 can only be selected if a materiality assessment has been conducted and answer 2 applies.  We track impact metrics that we've chosen based on company mission or executive decision  We have conducted a materiality assessment of our company using stakeholder engagement mechanisms or research  We have identified and measure metrics based on the results of the materiality assessment we conducted for the company  We have set performance targets for all identified material issues and measurements

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

### **Identification of Material Issues**

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

Environnemental · Contribution au changement climatique · Empreinte sur la pollution des milieux naturels · Impact de nos activités sur la raréfaction des ressources naturelles Sociétal · Prise en compte des enjeux RSE · Loyauté des pratiques · Respect des droits de l'homme · Transparence : expliquer aux clients les bonnes pratiques de tourisme responsable · Partenariat : favoriser un comportement équitable et éthique des prestataires locaux · Cohérence : faire preuve d'exemplarité dans nos pratiques internes · Soutien des populations locales · Non accessibilité des offres à tous les voyageurs Social · Agir en employeur responsable Création d'emplois durables, locaux et favorisant la diversité · Perte de compétences et de talents · Partage inéquitable de la valeur ajoutée au sein de l'entreprise

Points Available: 0.00

**OPERATIONS** 

## **Ethics & Transparency**

5.4

### **Governance Structures**

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

Owner or Manager Governed (including Board of Directors with only owners/ executives)
O Management, Executive Committee, or Democratic Governance
O Non-Fiduciary Advisory Board

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

Points Earned: 0.75 of 0.75

### **Governing Body Characteristics**

Which of the following apply to your company's Board of Directors?

Please check all that apply.

✓ Meets at least twice annually
✓ Meets at least quarterly
✓ Includes at least one independent member
☐ Includes at least 50% independent members
Oversees executive compensation
☐ Has an Audit Committee with at least one independent member
☐ Has a Compensation Committee with at least one independent memb
Company is a cooperative and elects Board from membership
☐ None of the above
□ N/A - no Board of Directors

Points Earned: 0.75 of 0.75

# **Governing Body Stakeholder Representation**

Does your company's Board of Directors have voting seats representing:
Select all that apply.
✓ Executive employees
✓ Non-executive employees
Community expertise (e.g. local university representative)
✓ Environmental expertise (e.g. environmental nonprofits)
☐ Customers
☐ None of the above
□ N/A - no Board of Directors
Points Earned: 0.19 of 0.38
Conflict of Interest Questionnaire
Do all Board members and officers complete an annual conflict of interest questionnaire?
○ Yes
No
O N/A - No Board of Directors or equivalent
Points Available: 0.38
Code of Ethics
What is required by your company's Code of Ethics?
✓ Prohibition of bribes in any form, including kickbacks or gifts, on any portion of contract payments or soft dollar practices
☐ Formal oversight policy covering direct or indirect political contributions, charitable donations, and sponsorships
Public disclosure of financial and in-kind contributions to political parties, politicians, lobby groups, charitable organizations, and
advocacy groups
Other - please describe
☐ None of the above
□ N/A - No Code of Ethics
Points Earned: 0.25 of 0.75

# **Instruction on Code of Ethics**

Points Available: 0.75

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

Please check all that apply.
☐ We instruct the Board of Directors on the Code at least annually
☐ We instruct all newly hired workers on the Code
☐ We instruct managers on the Code on an ongoing basis
☐ We instruct all non-managerial workers on the Code on an ongoing basis
☐ We communicate changes to the Code whenever it is updated
Other - please describe
✓ No Code of Ethics or equivalent, or no training on the Code
Points Available: 0.75
Anti-Corruption Practices  Which of the following anti-corruption reporting and prevention systems are in place?
☐ Written employee whistle-blowing policy with confidentiality policy
☐ Circulation of whistle-blowing policy to all employees and business partners
Communication of the anti-corruption system at least annually to the relevant internal and external stakeholders
☐ Annual training on the anti-corruption system
Providing supporting tools and guidance (e.g. self-assessment survey for high-risk departments)
Anonymous mechanisms to report concerns and grievances
☐ Individual or department oversight with direct access to Board of Directors
We take part of a collective action/coalition with governments, community-based organizations, NGOs and other businesses to a
against corruption
against corruption  Other - please describe

# **Monitoring Ethics and Corruption**

Does your company do any of the following with regard to monitoring and reporting on your and corruption programme?	ti-
Responsibility for the monitoring has been clearly assigned and resources have been made available  Mechanisms are in place for continuous monitoring (internal employee self-evaluations, automated controls monitoring)  The management of the company (e.g. Board of Directors, Audit Committee) review the results of internal and external reensure that required changes are implemented in an appropriate and prompt manner  External independent assurance is conducted to provide further security to management and stakeholders regarding the effectiveness of the anti-corruption programme  Regular reporting announcements about the program are made at least annually to relevant internal and external stakeh (workshops, CEO announcement, newsletter)	reviews and
Points Available: 0.75	
Reviewed / Audited Financials	
Does the company produce financials that are verified annually by an independent source throu Audit or Review?	ugh an
○ No	
○ Yes, through a review	
Yes, through an audit	
Points Earned: 0.75 of 0.75	
Financial Controls	
Does your company maintain any of the following financial controls?	
Please check all that apply.	
☑ IT systems have different password protection systems that are changed periodically with different access levels accord	ding to the
position of the staff member accessing the data	
Fraud risk assessment is conducted at least annually, with any identified internal control deficiencies communicated to E	Board of
Directors and senior management	
Lines of financial reporting, responsibilities, and limits for the authorization, approval, and verification of disbursements a	are all
documented in writing	
Financial control activities are documented, and at a minimum, cover controls around cash disbursement, accounts received.	eivable,
accounts payable, and inventory management  None of the above	
Points Earned: 0.75 of 0.75	

# Company Transparency

What information does the company make publicly available and transparent?

Value	ODOMORO	dotormino	which f	11411110	aucotiona	in the	assessment	OKO	annliaghla ta	VOLIK OOD	20001
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✓ Beneficial ownership of the company

Financial performance (must be transparent to employees at minimum)

Social and environmental performance (e.g. impact reports)

✓ Membership of the Board of Directors

None of the above

Points Earned: 0.75 of 0.75

### **Financial Transparency with Employees**

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

Exclude compensation data. Please check all that apply.

We have no formal documented process to share financial information with employees

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

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

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

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

Points Earned: 0.56 of 0.75

### **Impact Reporting**

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

We provide descriptions of our social and environmental programs and performance

We voluntarily share social or environmental performance scorecards

Specific quantifiable social or environmental indicators or outcomes are made public

We set public targets and share progress to those targets

We present information in a formal report that allows comparison to previous time periods

Reporting information / structure is based on a comprehensive third party standard (ex. GRI or B Impact Assessment)

A third party has validated / assured the accuracy of the information reported

Impact reporting is integrated with financial reporting

We don't report publicly on social or environmental performance

Points Earned: 0.68 of 0.75

**OPERATIONS** 

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

### **Last Fiscal Year**

On what date did your last fiscal year end?

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

On what date did your last fiscal year end? 31 Dec 2021

Points Available: 0.00

### **Reporting Currency**

Select your reporting currency

O Euro - EUR

Points Available: 0.00

### **Revenue Year Before Last**

Total Earned Revenue

From the fiscal year before last

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

From the fiscal year before last

Sensitive

☐ We do not track this

Points Available: 0.00

### **Revenue Last Year**

Total Earned Revenue

From the last fiscal year

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

From the last fiscal year

Sensitive

☐ We do not track this

Points Available: 0.00

# **Net Income Last Year** Net Income From the last fiscal year If your company has not yet completed its first fiscal year, please put \$0 From the last fiscal year Sensitive ☐ We do not track this Points Available: 0.00 **Net Income Year Before Last** Net Income

From the fiscal year before last

From the fiscal year before last

**Sensitive** 

We do not track this

Points Available: 0.00

IMPACT BUSINESS MODELS

### **Mission Locked - Impact Business Model**

7.5

Recognizes corporate forms and amendments that preserve mission and/or considers stakeholders regardless of company ownership

### Mission Lock

Separate from a mission statement, what has your company done to legally ensure that its social or environmental performance is a part of its decision-making over time, regardless of company ownership?

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

O Signed a contra	act or Board resolution	committing to adopting	g a legal form that red	quires consideration	of all stakeholder	s (e.g.
signed B Corp Agre	ement)					

- O Adopted a specific legal entity or governance structure that preserves mission over time, but does not require consideration of all stakeholders in its decision-making (e.g. cooperative)
- As a company wholly owned by another company that has not done so, amended corporate governing documents or adopted a legal entity that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)
- O As an independent or publicly-owned business, amended corporate governing documents or adopted a legal entity that requires consideration of all stakeholders in its decision-making (e.g. benefit corporation, completed B Corp legal amendment)
- O None of the above

Points Earned: 7.50 of 10.00

**OPERATIONS** 

### **Workers Impact Area Introduction**

0.0

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

### Majority Hourly vs. Salaried Workers

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

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

Fixed Salary	
O Daily or hourly	wage

Points Available: 0.00

### **Use Of Contracted Labor**

Is any of your company's labor performed by subcontracted organizations or individuals, such as outsourced staffing services or independent contractors?

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

Yes, some of our labor is contracted to third party subcontractors that manage staff on our behalf
Yes, we hire individual independent contractors who are contracted to work greater than 20 hours per week for your company over
an indefinite period or longer than 6 months
Use utilize individual independent contractors who do not work greater than 20 hours per week for us over an indefinite period or
longer than 6 months
None of the above

Points Available: 0.00

## **Independent Contractor Instructions**

For the remainder of the Workers section, you should consider individual independent contractors who work greater than 20 hours per week for your company over an indefinite period or longer than 6 months as "employees" or "workers"

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

Points Available: 0.00

# **Workers Impact Business Model Introduction**

Is your company structured to benefit its employees in either of the following ways?
Your answers determine which future questions in the assessment are applicable to your company.
Ownership structures that provide significant equity (>40%) and empowerment to all employees (e.g. employee-owned
companies, cooperatives)
Providing high quality jobs or professional development for individuals with chronic barriers to employment (workforce
development programs)  None of the above
Points Available: 0.00
# of Full Time Workers
Number of Total Full-Time Workers
Current Total Full-Time Workers
Please click "Learn More" to understand how to answer this question.
Current Total Full-Time Workers 143
☐ We do not track this
Points Available: 0.00
# of Full Time Workers Last Year
Number of Total Full-Time Workers
Total full-time workers twelve months ago
Please click "Learn More" to understand how to answer this question.
Total full-time workers twelve months ago 168
☐ We do not track this
Points Available: 0.00
# of Part Time Workers
Number of Total Part-Time Workers
Current Total Part-Time Workers
Please click "Learn More" to understand how to answer this question.
Current Total Part-Time Workers 5
☐ We do not track this
Points Available: 0.00

# # of Part Time Workers Last Year Number of Total Part-Time Workers Total part-time workers twelve months ago Please click "Learn More" to understand how to answer this question. Total part-time workers twelve months ago 6 ☐ We do not track this Points Available: 0.00 # of Temporary Workers Number of Total Temporary Workers **Current Total Temporary Workers** Please click "Learn More" to understand how to answer this question. Current Total Temporary Workers 2 ☐ We do not track this Points Available: 0.00 # of Temporary Workers Last Year Number of Total Temporary Workers Total temporary workers twelve months ago Please click "Learn More" to understand how to answer this question. Total temporary workers twelve months ago 3 ☐ We do not track this Points Available: 0.00 **OPERATIONS Financial Security** 10.0 **Lowest Paid Wage** What is the company's lowest wage as calculated on an hourly basis? Please exclude students and interns in this calculation. What is the company's lowest wage as calculated on an hourly basis? **Sensitive** We do not track this

Points Available: 0.00

# % of Employees Paid Individual Living Wage

What percentage of employees on an FTE (Full Time Equivalent) basis are paid at least the equivalent
of a living wage for an individual?
Please exclude students and interns in this calculation.

Points Earned: 2.96 of 2.96

### % of Employees Paid Family Living Wage

What percentage of employees on an FTE (Full Time Equivalent) basis are paid at least the equivalent of a living wage for a family?

Please exclude students and interns in this calculation.

O<75%

O 75-89%

090-99%

0 100%

O N/A

Points Earned: 2.96 of 2.96

### % Above the Minimum Wage

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

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

0% - Lowest wage is	equivalent to	minimum wage
---------------------	---------------	--------------

01-9%

010-29%

○ 30-49%

050-75%

○75%+

N/A - We do not employ hourly workers

Points Available: 1.48

## **Initiatives To Increase Wages and Benefits**

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

Examples include commissioning a living wage calculation. Select N/A if living wage already exists.  Yes  No  N/A - Living wage already exists  Points Available: 1.48
Compensation Policies and Practices
Does your company offer any of the following additional financial benefits to non-executive workers?
Your answers determine which future questions in the assessment are applicable to your company.
✓ Cost of living adjustments that match inflation rates of the country
✓ Bonuses or profit-sharing
Employee ownership opportunities
□ None of the above
Points Earned: 0.99 of 1.48
Employees Receiving a Bonus
What percentage of full-time and part-time employees, excluding founders and executives, received a monetary bonus in the last fiscal year?
○0%
O 1-24%
O 25-49%
○ 50-74% ○ 75-99%
© 100%
○ N/A
Points Earned: 1.48 of 1.48

# Significance of Bonuses What was the equivalent percentage of profits that were distributed as bonuses to non-executive workers in the last fiscal year? O No bonus payout, or no bonus plan 5% or less 05-10% 010-15% 0 15-20% O >20% O Bonuses were paid to non-executive workers, despite the company not earning a profit Points Earned: 0.19 of 1.48 % Participation in Employee Ownership What percentage of all full-time employees have been granted stock, stock options, or stock equivalents (including participation in an ESOP or other qualified ownership plans) in the company? Select N/A if your company is a consumer/shared services cooperative, a producer cooperative or a nonprofit. 0% 01-24% 025-49% 050-74% O 75-99% 0 100% O N/A Points Available: 1.48 **Retirement Programs** Do employees have access to any of the following savings programs for retirement? Government-sponsored pension or superannuation plans

Private Pension or Provident Funds

☐ None of the above

Points Earned: 1.48 of 1.48

Plan that specifically includes Socially-Responsible Investing option

# Financial Services for Employees

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

Please answer this question ONLY taking into account hourly workers. If you do not have hourly workers, select N/A.								
☐ Direct deposit								
Access to free or affordable banking services or payroll cards (e.g. free ATM debit card)								
☐ Financial management tools or coaching								
☐ Emergency or short-term savings programs								
☐ Low-interest or interest-free loans								
Debt management, refinancing, or loan payment contributions								
Employer match for deposits into savings accounts								
Paychecks issued off-schedule on a need basis  Tax preparation services								
								Other - please describe
☐ None of the above								
✓ N/A - We do not employ hourly workers								
Points Available: 0.74								
	OPERATION							
Health, Wellness, & Safety	10.1							
Government Provision Of Healthcare  How is healthcare provided in the country where the majority of employees reside?								
<ul> <li>Universal Provision of Basic Healthcare Services (e.g. United Kingdom)</li> </ul>								
<ul><li>Government-mandated or -provided health insurance programs (e.g. Switzerland)</li><li>None of the Above</li></ul>								
Points Available: 0.00								
Healthcare Coverage								
What percentage of workers receive healthcare coverage either through a government pla	n or paid by							
the company?								
If healthcare is covered through the company, only consider workers for which the company pays the majority of healthc	are costs.							
○ <75%								
O 75-84%								
O 85-94%								

Points Earned: 2.67 of 2.67

### **Supplementary Health Benefits**

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

Only select benefits the company pays the majority of costs to all full-time tenured workers. Select Other if the company covers less than 50% of the expenses for the benefits listed or other benefits offered.

✓	Disability	coverage	or	accident	insurance

Life insurance

Private dental insurance

Private supplemental health insurance

Other - please describe

☐ None of the above

Points Earned: 2.67 of 2.67

### **Supplementary Health Benefits Eligibility for Part-Time Workers**

When do part-time workers become eligible to participate in the supplementary benefits offered by your company?

If applicable, please select one answer indicating tenure requirements (answers 1-2), and one answer indicating weekly hour requirements (answers 3-4).

$\sqcup$ Part-time workers are not eligible at time of hire, but become eligible to participate within their first 6 r	months of employment
--	----------------------

Part-time workers are eligible to participate at time of hire

Part-time workers are only eligible if they work more than 20 hours a week

✓ Part-time workers are eligible even if they work less than 20 hours a week

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

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

Points Earned: 2.67 of 2.67

### **Health and Wellness Initiatives**

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

Check all that apply.

We sponsor and encourage workers to participate in health and wellness activities during the workweek (e.g. walking or steps programs)

We offer incentives for workers to complete health risk assessments or participate in health and wellness activities (e.g., a fund for exercise equipment, subsidized gym membership)

Employees have access to behavioral health counseling services, web resources, or Employee Assistance Programs

Spouses, partners, or children of employees are provided access to behavioral health counseling services, web resources, or Employee Assistance Programs

We have policies and programs in place to prevent ergonomic-related injuries in the workspace

Over 25% of workers have completed a health risk assessment in the last twelve months

Management receives reports on aggregate participation in worker wellness programs

Other - please describe

Company does not offer any formal health and wellness initiatives

### **Indoor Air Quality Monitoring**

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

Select N/A if you have no facilities.

Points Earned: 2.13 of 2.67

O Yes

No

O N/A

Points Available: 1.33

**OPERATIONS** 

**Career Development** 

5.3

# **Professional Development Policies and Practices**

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

Your answers determine which future questions in the assessment are applicable to your company.
✓ We have a formal onboarding process for new employees
✓ We offered ongoing training on core job responsibilities to employees within the last year
✓ We have a policy to encourage internal promotions and hiring for advanced positions (e.g. posting job openings internally first)
☐ We provide cross-skills training for career advancements or transitions (e.g. management training for non-managers)
☐ We provide non-career-specific life-skill training (e.g. financial literacy, English as a Second Language)
✓ We facilitate or have an allocated budget for external professional development opportunities, (e.g. conference attendance, online)
trainings)
We provide reimbursements or programs for intensive continuing education credentials (e.g. college degrees, professional
licensures)
☐ None of the above
Points Earned: 0.42 of 0.71
Amount of Training for New Hires
What was the average amount of training that a newly hired worker received in the past twelve
months?
Use average of both full-time and part-time employees.
○ No training
On-the-job training (one day to one week)
On-the-job training (one week to one month)
Apprenticeship or technical training (over one month)
○ N/A - No new hires during the last 12 months
Points Earned: 0.71 of 0.71
Paid Professional Development Days
How many paid days of professional development do the majority of full time workers receive in a
single year?
○ 0 days
O 1-4 days
○ 5-9 days
● 10+ days
O No formal policy

Points Earned: 0.71 of 0.71

# **Management Training** What management training and coaching do new and existing managers regularly receive? Check all that apply. Providing ongoing praise and corrective feedback Conflict negotiation and resolution Group dynamics and optimal team functioning Performance evaluation systems Other - please describe None of the above Points Earned: 0.71 of 0.71 **Employee Review Process** Which of the following is included or applies to your company's formal process for providing performance feedback to employees? Check all that apply. Process has a regular schedule and is conducted at least annually Peer and subordinate input Written guidance for career development Social and environmental goals Clearly-identified and achievable goals A 360-degree feedback process ✓ All tenured employees receive feedback ☐ None of the above Points Earned: 1.41 of 1.41 **Internal Promotions**

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

Exclude material owners in your calculation.

0%

01-5%

**6**-15%

0 15%+

Points Earned: 0.47 of 0.71

### **Intern Hiring Practices**

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

Check all that apply. If there is no third party living wage calculated for your country of operations, please do not select "payment of a living wage."

V	🖊 We have a formalized policy or progra	m outlining the objectives of internsh	ins or internship progr	rams for participants
	with that can formalized policy or progra	in outlining the objectives of internsh	ips of internstilp progr	arris for participants

- We partner with education institutions to provide internship opportunities or work-study programs
- ✓ We pay interns a living wage
- Our interns receive formal performance reviews
- Our interns have a formal opportunity to provide feedback on experience
- ✓ We have hired interns on as full-time permanent employees in the past two years
- ✓ Intern tenures are restricted to not exceed one year if interns are not currently enrolled in school
- ☐ None of the above
- N/A Our company does not employ interns

Points Earned: 0.71 of 0.71

### **End of Employment Support**

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

- ✓ We have a policy to provide written notice of employee performance prior to termination
- We have a policy to provide performance improvement plans or stated corrective time periods prior to termination
- ✓ We have a policy to provide at minimum 2+ weeks of severance per year of employment
- We provide outplacement services for terminated employees
- We don't have written termination or severance policies

Points Earned: 0.23 of 0.35

**Career Development (Salaried)** 

**OPERATIONS** 

0.6

# Skills-Based Training Participation Excluding newly hired workers, what % of full-time and part-time workers received the following types of formal training during the last 12 months? Skills-based training to advance core job responsibilities 0% 01-24%

Points Earned: 0.25 of 0.25

25-49%50-74%75%+

O Don't know

### **External Professional Development Participation**

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

Professional development should be paid for in advance, reimbursed or subsidized by the company.

00%

01-24%

O 25-49%

050-74%

075%+

Points Earned: 0.13 of 0.50

### **Career Development Policies**

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

- Employees who seek to take a short-term leave or sabbatical will have their jobs guaranteed upon return
- Our company will make an effort to find a place for employees who seek to take a long-term leave or sabbatical upon their return
- ✓ Employees are able to make lateral moves or change career direction or pace when possible

☐ None of the above

Points Earned: 0.25 of 0.25

### **OPERATIONS**

### **Engagement & Satisfaction**

# **Employee Handbook Information** What is included in your company's written and accessible employee handbook? A non-discrimination statement An anti-harassment policy with reporting mechanisms, processes, and disciplinary procedures A statement on work hours Policies on pay and performance issues Policies on benefits, training and leave Grievance resolution process Disciplinary procedures and possible sanctions $\square$ A neutrality statement regarding workers' right to bargain collectively and freedom of association Prohibition of child labor and forced or compulsory labor We have no written employee handbook Points Earned: 0.43 of 0.43 **Paid Secondary Caregiver Leave** What secondary parental leave policies are available to your workers, either through your company or a government program? Select all that apply, but only select one answer indicating the total amount of paid time equivalent (answers 2-4). See "Learn More" for further instructions. Workers receive unpaid time off for secondary parental leave Workers receive up to 2 weeks (or full pay equivalent) paid leave ✓ Workers receive between 2 to 5 weeks (or full pay equivalent) paid leave Workers receive greater than 5 weeks (or full pay equivalent) paid leave Policy does not distinguish between primary and secondary caregiving, or provides equivalent time and pay to both No secondary caregiver leave is offered to employees Points Earned: 0.52 of 0.87 **Supplementary Benefits** What supplementary benefits are provided to a majority of non-managerial workers? Including full time and part time employees. Please check all that apply. On-site childcare Off-site subsidized childcare Free or subsidized meals. Policy to support breastfeeding mothers Other - please describe ☐ None of the above Points Earned: 0.35 of 1.73

# How does your company engage and empower workers? We have formalized feedback and complaint mechanisms beyond direct reporting lines to address concerns and improve company practices ✓ We have processes in place to provide input from employees prior to operational and/or strategic policy or practice changes Employee complaint / input mechanisms are reviewed at least every other year, with input from employees themselves into the process Company tracks usage of input/ feedback / complaint mechanisms and resolution / implementation rates We have adopted open book management or self-management principles within the workplace Workers have opportunity to elect member(s) to the Board of Directors Other - please describe ☐ None of the above Points Earned: 0.87 of 0.87 **Surveying and Benchmarking Engagement and Attrition** Does your company monitor and evaluate your worker satisfaction and engagement in any of the following ways? Your answers determine which future questions in the assessment are applicable to your company. We calculate employee attrition rate ✓ We benchmark employee attrition rate to relevant benchmarks We regularly (at least once a year) conduct employee satisfaction or engagement surveys We benchmark employee satisfaction to relevant industry benchmarks We disaggregate calculations based on different demographic groups to identify trends We outperform industry benchmarks on attrition We outperform industry benchmarks on satisfaction None of the above Points Earned: 0.87 of 0.87 **Departed Employees** Number of full-time and part-time workers that departed or left the company in the last twelve months Enter 0 if None. Sensitive Number of full-time and part-time workers that departed or left the company in the last twelve months We do not track this Points Available: 0.00

**Worker Empowerment** 

# **Employee Satisfaction** What percent of your employees are "Satisfied" or "Engaged"? Select N/A if satisfaction or engagement is not formally surveyed. 0<65% 0 65-80% 081-90% 090%+ O N/A Points Earned: 0.87 of 1.73 **OPERATIONS Engagement & Satisfaction (Salaried)** 2.3 **Number of Paid Days Off** What is the annual minimum number of paid days off (including holidays) for full-time employees? 0-15 work days 16-22 work days 23-29 work days 30-35 work days 0 36+ work days Points Earned: 0.70 of 0.70 **Paid Primary Caregiver Leave for Salary Workers** Which of the following describe the primary parental leave policies for salaried workers, either through the company or government program? If applicable, please select one answer indicating total time off (answers 1-3), and one answer indicating fully paid time off (answers 4-7). Primary caregivers receive 4-12 weeks of time off for parental leave (including unpaid and paid leave) Primary caregivers receive 13 weeks to 6 months of time off for parental leave (including unpaid and paid leave) Primary caregivers receive more than 6 months of time off for parental leave (including unpaid and paid leave). 4-12 weeks of primary parental leave (or equivalent) is fully paid 13-18 weeks of primary parental leave (or equivalent) is fully paid 19-24 weeks of primary parental leave (or equivalent) is fully paid More than 24 weeks of primary parental leave (or equivalent) is fully paid Primary caregivers receive less than 4 weeks off or no time off for parental leave Points Earned: 0.42 of 0.70

## **Worker Flexibility Options**

What job flexibility	options does	the company	provide,	whenever	feasible,	in writing	and in	practice for
the majority of wor	kers?							

ase check all that apply.	
✓ Part-time work schedules at the request of workers	
✓ Flex-time work schedules allowing freedom to vary start and stop times	
✓ Telecommuting (e.g. working from home one or more days per week)	
☐ Job-sharing	
None of the above	
ints Earned: 0.52 of 0.70	
orkplace Flexibility in Practice	
orkplace Flexibility in Practice nich of the following flexible workplace practices have been used in the past 12 months?	
nich of the following flexible workplace practices have been used in the past 12 months?	
nich of the following flexible workplace practices have been used in the past 12 months?	
nich of the following flexible workplace practices have been used in the past 12 months?  ase check all that apply.  Managers or executives worked part-time or in a job-share	
nich of the following flexible workplace practices have been used in the past 12 months?  ase check all that apply.  Managers or executives worked part-time or in a job-share  Managers or executives are in a telecommuting position	
nich of the following flexible workplace practices have been used in the past 12 months?  ase 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	
nich of the following flexible workplace practices have been used in the past 12 months?  ase 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	

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

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

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

Sensitive

Points Earned: 0.70 of 0.70

Points Available: 0.70

Community

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

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

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

Your answers determine which future questions in the assessment are applicable to your company	۲.
--	----

O Yes

No

Points Available: 0.00

**OPERATIONS** 

### **Diversity, Equity, & Inclusion**

5.7

### **Inclusive Hiring Practices**

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

- ✓ We include a statement in all our job postings with a commitment to diversity, equity, and inclusion
- ✓ We don't ask about incarceration history during our application process
- We conduct anonymous or "blind" reviews of applications or resumes without attaching names or identifiable characteristics
- We actively recruit through organizations or services that serve individuals from underrepresented populations
- ✓ We conduct analyses of our job description language and requirements to ensure they are inclusive and equitable
- ☐ None of the above

Points Earned: 0.91 of 0.91

### **Diverse Ownership and Leadership**

Is your company majority-owned or -led by individuals from any of the following underrepresented groups?

Please select all that apply.

 $\cap$  . . .

Led by a woman
Led by an individual from an underrepresented racial or ethnic minority
Led by another underrepresented individual (veterans, LGBT, etc.)
☐ Majority owned by women
☐ Majority owned by individuals from underrepresented racial or ethnic minorities
Majority owned by other underrepresented individuals (veterans, LGBT, etc.)

✓ None of the above

Points Available: 0.91

# **Inclusive Work Environments** How does your company create an equitable and inclusive workplace for employees? We have designated an individual or group explicitly responsible for diversity, equity, and inclusion (i.e. a Diversity Manager or Inclusion Committee) We offer trainings for all employees on topics related to diversity, equity, and inclusion We have voluntary employee resource or affinity groups Our facilities are designed to meet accessibility requirements for individuals with physical disabilities Our facility restrooms are gender-neutral or gender-inclusive We have programs in place to provide mentorship, apprenticeships, or internships for individuals from underrepresented groups $\square$ We accommodate learning or emotional disabilities in work processes and workplace policies None of the above Points Earned: 0.36 of 0.91 Management of Diversity, Equity, and Inclusion How does your company manage and improve your workplace diversity and inclusivity? We anonymously survey employees on gender identity, race/ethnicity, disability status, and other demographic factors to track the diversity of our workforce We have set specific, measurable diversity improvement goals that are reviewed by senior executives or our Board of Directors We have conducted a pay equity analysis by gender, race/ethnicity, or other demographic factors and, if necessary, implemented equal compensation improvement plans or policies We analyze job categories, satisfaction, promotion, retention rates, or benefits by different demographic groups, and if necessary, have implemented corrective actions for inequitable results We specifically analyze diversity, equity, and inclusion data for individuals who are part of multiple underrepresented groups None of the above Points Earned: 0.23 of 0.91 **Measurement of Diversity** What attributes of a diverse workforce does your company track, either through anonymous surveys or other methods legal in your jurisdiction? If collecting this type of demographic data is not legal in your jurisdiction, select None of the Above. Socioeconomic status (as determined by low income residence, education level, etc.) Race or ethnicity Gender Age

Points Earned: 0.45 of 0.91

None of the above

Other - please describe

Women Workers
How many of your non-managerial workers identify as women?
<ul> <li>○ 0%</li> <li>○ 1-9%</li> <li>○ 10-24%</li> <li>○ 25-39%</li> <li>○ 40-49%</li> <li>○ 50%+</li> <li>○ Don't know</li> </ul> Points Earned: 0.91 of 0.91
Age Diversity in Workforce
What percentage of your workforce is either under the age of twenty four or over the age of fifty?
○ 0% ○ 1-9% ○ 10-19% ○ 20-29% ○ 30%+ ○ Don't Know  Points Earned: 0.45 of 0.91
High to Low Pay Ratio
What multiple is the highest compensated individual paid, inclusive of bonus, as compared to the lowest paid full-time worker?
<ul> <li>&gt;20x</li> <li>16-20x</li> <li>11-15x</li> <li>6-10x</li> <li>1-5x</li> </ul>
Points Earned: 0.91 of 0.91

Female Management				
How many of your company managers identify as women?				
○ 0% ○ 1-9% ○ 10-24% ○ 25-39% ○ 40-49% ○ 50%+ ○ Don't know ○ N/A  Points Earned: 0.61 of 0.91				
Management from Underrepresented Populations				
How many of your company managers identify as from another underrepresented social group?				
If collecting this type of demographic data is not legal in your jurisdiction, select Don't Know.  0% 01-9% 010-19% 020-29% 030%+ Don't know  Points Available: 0.91				
Female Directors				
How many of your company Board Directors identify as women?				
<ul> <li>○ 0%</li> <li>○ 1-9%</li> <li>○ 10-24%</li> <li>○ 25-39%</li> <li>○ 40-49%</li> <li>○ 50%+</li> <li>○ Don't know</li> <li>○ N/A</li> </ul>				
Points Earned: 0.91 of 0.91				

low many of your company Board Directors identify as from another underrepresented social group?
or this question, please do not take gender into consideration as gender is assessed in a different question.
O <sub>0%</sub>
O <sub>1-9%</sub>
O 10-19%
O 20-29%
○30%+
O Don't know
● N/A
oints Available: 0.91
Supplier Diversity Policies or Programs
oes your company have any of the following policies or programs in place to promote diversity within our supply chain?
☐ We track diversity of ownership among our suppliers
We have a policy to give preferences to suppliers with ownership from underrepresented populations
We have formal targets to make a specific percentage of purchases from suppliers with diverse ownership
☐ We have a formal program to purchase and provide support to suppliers with diverse ownership
☐ None of the above
✓ N/A - Collecting supplier data or having preferential treatment policies is illegal in my country of operations
oints Available: 0.45
Supplier Ownership Diversity
Vhat percentage of your purchases were from companies that are majority-owned by women or adividuals from underrepresented populations?
O <sub>0%</sub>
O 1-9%
O 10-24%
O 25-39%
O 40-49%
O 50%+
O Don't Know

**Directors from Underrepresented Populations** 

Points Available: 0.91

### **Geographic Structure and Scope**

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

Terres d'Aventure a une activité d'intermédiation et de création de valeur par le service. Cela se traduit par une forte proportion d'achat de prestations dont une partie importante (91%) se situe dans les pays de destination de la clientèle.

Points Available: 0.00

### **New Jobs Added Last Year**

Number of full-time and part-time jobs that have been added to your company's payroll. Enter 0 if none or if your company has no workers.

Last twelve months:

Last twelve months:	0
☐ We do not track	this

### Job Growth Rate

Points Available: 0.00

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

If there is no living wage data available for your country of operations, include new jobs that pay 10% or more above a minimum wage.

0% (no growth on a net basis)
O 1-14%
O 15-24%
○25%+

Points Available: 4.00

### Non-accredited Investor Ownership

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

<b>0</b> %
O 1-9%
010-24%
O 25-49%
○50%+
O Don't know

Points Available: 2.00

### **Local Ownership**

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

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

Yes

No

Don't know

Points Available: 2.00

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

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

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

✓ Written preference at each facility to purchase from local suppliers
☐ Formal targets or goals for the amount of local purchasing
Ready-to-use lists of preferred local suppliers and vendors for specific facilities
☐ Written preference for hiring and recruiting local managers
☐ Incentives for staff to live within 20 miles of local company facility
Other (please describe)
☐ No written local purchasing or hiring policies in place

### **Spending on Local Suppliers**

Points Earned: 0.50 of 1.00

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

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

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

Points Earned: 0.67 of 2.00

# **Impactful Banking Services**

What characteristics apply to the financial institution that provides the majority of your compounking services?	any's
<ul> <li>□ Certified CDFI or national equivalent social investment organization</li> <li>□ Certified B Corporation</li> <li>□ Member of the Global Alliance for Banking on Values</li> <li>□ Cooperative bank or credit union</li> <li>□ Local bank committed to serving the community</li> </ul>	
☐ Independently owned bank ✓ None of the above	
Points Available: 2.00  Civic Engagement & Giving	OPERATIONS 2.2
Corporate Citizenship Program	
How does your company take part in civic engagement?	
our answers determine which future questions in the assessment are applicable to your company.	
✓ Financial or in-kind product donations (excluding political causes)  ☐ Community investments ☐ Community or pro-bono service	
✓ Advocacy for adopting improved social or environmental policies or performance	
✓ Partnerships with charitable organizations or membership with community organizations	
Discounted products or services to qualified underserved groups	
✓ Free use of company facilities to host community events	
Equity or ownership in the company granted to a nonprofit	

Points Earned: 0.83 of 0.83

☐ None of the above

Other - please describe

# **Charitable Giving and Community Investment Policies and Practices** What are your company's practices regarding donations or community investments? We have a formal statement on the intended social or environmental impact of our company's philanthropy We have a formal donations commitment (e.g. 1% for the planet) We match individual workers' charitable donations We allow our workers or customers to select charities to receive our company's donations ✓ We have screening practices for charitable contributions or impact measurement mechanisms for our community investments ☐ None of the above Points Earned: 0.33 of 0.83 **Total Amount of Charitable Donations** Total amount (in currency terms) donated to registered charities in the last fiscal year Report with the currency specified in "Reporting currency" for this metric. **Sensitive** Total amount (in currency terms) donated to registered charities in the last fiscal year We do not track this Points Available: 0.00

#### % of Revenue Donated

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

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

Sensitive

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

designed to improve social or environmental outcomes in the past two years?
Yes, company has offered support in name and/or signed petitions
Yes, company has provided active staff time or financial support
Yes, company has directly introduced, testified, made recommendations or provided expertise to advance standards
Yes, and efforts resulted in a specific institutional, industry or regulatory reform
Other - please describe
✓ None of the above
Points Available: 0.83

Has your company worked with policymakers to develop or advocate for policy changes explicitly

#### **Advancing Social and Environmental Performance**

How has your company worked with its stakeholders (including competitors) to improve behavior or performance on social or environmental issues in the past two years?

We have worked with other industry players on a cooperative initiative on relevant social and environmental standards for our industry

✓ We have provided data or contributed to academic research on social or environmental topics

We participate in panel presentations or other public forums on social or environmental topics

We provide public resources for other businesses or stakeholders on improving social or environmental performance

Other - please describe

☐ None of the above

Points Earned: 0.41 of 0.41

**Supply Chain Management** 

**OPERATIONS** 

3.7

#### **Significant Supplier Descriptions**

Please select the types of companies that represent your Significant Suppliers:

Significant Suppliers represent 80% of your company's purchases in currency terms (excluding salaries on payroll and bonuses, rent,
utilities, and taxes).
☐ Product Manufacturers
✓ Professional Service Firms (Consulting, Legal, Accounting)
✓ Independent Contractors
✓ Marketing and advertising
✓ Office Supplies
☐ Benefits Providers
✓ Technology
Raw materials
☐ Farms
✓ Other - please describe
Points Available: 0.00
Social or Environmental Screening of Suppliers
Does your company screen or evaluate Significant Suppliers for social and environmental impact?
This question determines the set of supplier-focused questions your company will respond to.
Yes
○ No
Points Available: 0.00
Supplier Screen Topics
What does your company formally screen for regarding the social or environmental practices and performance of your Significant Suppliers?
Significant Suppliers represent 80% of your company's purchases in currency terms (excluding salaries on payroll and bonuses, rent, utilities, and taxes).
Compliance with all local laws and regulations, including those related to social and environmental performance
✓ Good governance, including policies related to ethics and corruption
✓ Positive practices beyond what is required by regulations (e.g. environmentally-friendly manufacturing process, excellent labor
practices)
☐ Third-party certifications related to positive social and/or environmental performance
Other - please describe
☐ We have no formal screening process in place

Points Earned: 0.76 of 0.76

#### **Supplier Evaluation Practices**

Points Earned: 0.28 of 0.38

What methods does your company use to evaluate the social or environmental impact of your suppliers?

# % of Outsourced Services Accountable to Code of Conduct? What % of your outsourced staffing services (on a currency basis) are accountable to the formalized code of conduct or requirements described in the previous question? 00% 01-20% 021-49% 050-74% **75-99%** 0 100% O N/A Points Earned: 1.33 of 1.52 **Screening / Monitoring for Services** Which of the following methods are used to evaluate the social or environmental impact of your outsourced staffing services? Your answers determine which future questions in the assessment are applicable to your company. Company shares policies or rules with subcontractors but does not have a verification process in place Company requires subcontractors complete self-designed assessment Company utilizes third party risk or impact assessment tools (BIA) Company conducts routine audits/reviews of subcontractors at least every two years Company has third parties conduct routine audits/reviews of subcontractors at least every two year Other ✓ None of the above Points Available: 0.38 % of Outsourced Staffing Services Screened / Monitored What % of your outsourced staffing services (on a currency basis) are evaluated based on the methods selected in the previous question? 0% 01-20% 021-49% 050-74% 075-99% 0 100%

Points Available: 1.52

O N/A

#### **Improving Impact of Suppliers**

Does the company have any of the following policies or programs to improve the social and/or environmental impact of suppliers, either in cases of noncompliance or more broadly?

Company formulates corrective action or improvement plans with goals for continuous improvement of their supplier performance
Company requires a specific time period for suppliers to make changes to remediate code of conduct non-compliance or
otherwise terminates contract
Company provides training and/or resources on improving social or environmental performance to suppliers, either from the
company itself or through a third party
Company provides training and/or resources to its own staff, focused on managing their own practices and relationships with
suppliers to enable the suppliers to improve their performance
Company has participated in collaborative initiatives with other companies to help improve the social or environmental impact of
their supply chain
Company incentivizes social and environmental performance or improvement through contract terms, prices, or other means
Company has achieved quantifiable improvements on social or environmental performance of its supply chain
Other
☐ None of the above
Points Earned: 0.25 of 0.38
% of Suppliers with Programs to Improve Impact
For what % of your suppliers (on a currency basis) do the policies and programs selected in the previous question apply?
O <sub>0%</sub>

01-20%

21-49% 050-74%

O 75-99%

0 100%

O N/A

Points Earned: 0.57 of 1.52

#### **Environment**

**OPERATIONS** 

#### **Environment Impact Area Introduction**

0.0

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

# **Type of Facilities** What kind of facilities does your business primarily operate in? Your answers determine which future questions in the assessment are applicable to your company. O Company-owned office space Leased office space O Co-working Space O Virtual or home offices Points Available: 0.00 **Environmental Business Model** Are your company's products/services or processes structured to restore or preserve the environment

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

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

Untrough an innovative manufacturing, wholesale or agriculture process which is designed to significantly reduce environmental impact compared to typical practices for the industry Through a product or service that preserves, conserves, or restores the environment or resources

✓ None of the above

Points Available: 0.00

**OPERATIONS** 

### **Environmental Management**

4.9

#### **Green Building Standards**

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

**0** < 20%

020-49%

050-79%

080%+

O N/A

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

If you lease your facilities, have you worked with your landlord to implement or maintain any of the
following?
✓ Energy efficiency improvements
✓ Water efficiency improvements
✓ Waste reduction programs (including recycling)
☐ None of the above
□ N/A - Company does not lease majority of facilities
Points Earned: 1.17 of 1.17
Environmental Purchasing Policy Topics
Does the company have a written and circulated environmentally preferable purchasing (EPP) policy that includes any of the following?
☐ Building and construction
☐ Carpets
☐ Carpets  ✓ Cleaning
✓ Cleaning
✓ Cleaning  □ Electronics
✓ Cleaning  □ Electronics □ Fleets
✓ Cleaning  ☐ Electronics ☐ Fleets ✓ Food or food services
✓ Cleaning  ☐ Electronics ☐ Fleets ✓ Food or food services ☐ Landscaping
✓ Cleaning  ☐ Electronics ☐ Fleets ✓ Food or food services ☐ Landscaping ☐ Meetings and conferences

Points Earned: 1.17 of 1.17

Other - please describe

 $\hfill \Box$  We don't have an environmentally preferable purchasing policy

#### **Virtual Office Stewardship**

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

	✓ We have a written policy encouraging environmentally preferred products and practices in employee virtual offices (e.g. recycling)
	✓ Our company shares resources with employees regarding environmental stewardship in home offices (e.g. energy efficiency)
	✓ We have a policy in place for the safe disposal of e-waste and other hazardous materials purchased for employee home offices
	Employees are provided with a list of environmentally-preferred vendors for office supplies
	☐ None of the above
	□ N/A
Р	oints Earned: 2.33 of 2.33

#### **Environmental Management Systems**

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

Checkboxes 3-5 can only be selected if Checkbox 2 applies.

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

Points Earned: 0.23 of 1.17

OPERATIONS

5.4

# Air & Climate

#### **Monitoring Energy Usage**

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

We have met specific reduction targets during the reporting period

Include electricity and other energy consumption from heating, hot water, etc. Your answers determine which future questions in the assessment are applicable to your company.

☐ We do not currently monitor and record usage
☐ We monitor and record usage but have set no reduction targets
✓ We monitor usage and have set intensity targets (e.g. relative to dollars of revenue, volume produced, etc.) that are being
monitored
We monitor usage and have set absolute reduction targets regardless of company growth

Points Earned: 0.24 of 0.48

Total Energy Use					
Total energy used (Gigajoules) during the last 12 months:					
Total energy used (Gigajoules) during the last 12 months: 244.746  We do not track this					
Points Available: 0.00					
Total Renewable Energy Use					
Total energy used from renewable resources (Gigajoules) during the last 12 months:					
Total energy used from renewable resources (Gigajoules) during the last 12 months: 244.746  We do not track this					
Points Available: 0.00					
Renewable Energy Usage					
What percentage of energy use is produced from renewable sources?					
Include electricity and other energy consumption from heating, hot water, etc.  0% 1-24% 25-49% 50-74% 75-99% 100% Don't Know					

Points Earned: 0.24 of 0.24

#### Low Impact Renewable Energy Use

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

What percentage of energy according from the impact followable courses.
Include electricity and other energy consumption from heating, hot water, etc. Please include both purchased and onsite-generated
renewable energy.
O 0%
○ 1-24%
O 25-49%
○ 50-74%
○ 75-99%
● 100%
○ Don't know
Points Earned: 0.97 of 0.97
Facility Energy Efficiency
For what systems has your company used energy conservation or efficiency measures for a majority of your corporate facilities (by square feet) in the past year?
✓ Equipment: Energy Star appliances, automatic sleep modes, after-hour timers, etc.
✓ Lighting: natural light, CF bulbs, occupancy sensors, daylight dimmers, task lighting, etc.
✓ HVAC: programmable thermostat, timers, occupancy sensors, shade sun-exposed walls, double-paned windows, etc.
Other - please describe
☐ None of the above
□ N/A - We utilize virtual office
Points Earned: 0.48 of 0.48
Energy Use Reductions
Have conservation and efficiency improvements led to energy savings for your facilities? If so, by how much?

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

○0%
O 1-4%
<b>o</b> 5-9%
O 10-14%
O 15-20%
○>20%
O Don't know

Points Earned: 0.39 of 0.97

#### **Monitoring Greenhouse Gas Emissions**

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

Your answers determine which future questions in the assessment are applicable to your company.
☐ We do not currently monitor and record emissions
☐ We regularly monitor and record emissions but have not set any reduction targets
✓ We regularly monitor and record emissions and have set specific reduction targets relative to previous performance (e.g. a 5%
reduction of GHGs from baseline year)
We regularly monitor and record emissions and have set specific science-based targets necessary to achieve global goals to
address climate change
☐ We have met the specific reduction targets set during this reporting period
We have achieved carbon neutrality
Points Earned: 0.24 of 0.48
Total Scope 1 GHGs
Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:
Scope 1:
Scope 1: 0
☐ We do not track this
Points Available: 0.00
Total Scope 2 GHGs
Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:
Scope 2:
Scope 2: 378
☐ We do not track this
Points Available: 0.00
Total Scope 3 GHGs
Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:
Scope 3:
Scope 3: 7379
☐ We do not track this
Points Available: 0.00

#### **Carbon Intensity**

What is your current Carbon Intensity for Scopes 1 and 2 (measured in metric tons of CO2/\$million of revenue), not including the use of carbon credits or offsets?

Please use USD to allow for standardized comparisons.
○>100
○ 81-100
○ 61-80
O 41-60
O 21-40
● 1-20
$\bigcirc$ 0
O Don't know
Points Earned: 0.48 of 0.48

#### **Carbon Intensity**

What is your current Carbon Intensity for Scopes 1 and 2, measured in tons of CO2/\$million of revenue, including the use of carbon credits or offsets?

Please use USD to accurately evaluate the answer option.

>100 81-100 61-80 41-60 21-40 1-20 0 Don't know

Points Earned: 0.97 of 0.97

Greenhouse Gas Emissions Reduced
What percentage of Scope 1 and 2 GHG emissions has been saved due to efficiency improvements implemented by your company?
○0%
O 1-4%
○ 5-9%
O 10-14%
O 15-20%
O Don't Know
Points Earned: 0.97 of 0.97
Reducing Impact of Travel/Commuting  Does your company have any programs or policies in place to reduce the environmental footprint
caused by travel/commuting?
Employees are subsidized/incentivized for use of public transportation, carpooling, or biking to work
✓ Facilities are designed to facilitate use of public transportation, biking, or cleaner burning vehicles (e.g. electric chargers)
✓ Employees are encouraged to use virtual meeting technology to reduce in person meetings
Company has a written policy limiting corporate travel
☐ None of the above
Points Earned: 0.48 of 0.48
% GHG Emissions Offset
If your company purchased certified carbon credits in the reporting period, what % of Scope 1 and 2 GHG emissions were offset?

0 070
O 1-24%
O 25-49%
O 50-74%
75-99%
O 100%
O Don't know
N/A - No carbon offsets purchase

Points Available: 0.48

**OPERATIONS** 

Water 0.6

#### **Monitoring and Managing Water Use**

Does your company monitor and manage your water usage?

Your answers determine which future questions in the assessment are applicable to your company.
✓ We do not currently monitor and record water usage
☐ We regularly monitor and record water usage but have not set any reduction targets
☐ We monitor and record water usage and have set specific reduction targets relative to previous performance (e.g. a 5% reduction
of water usage from baseline year)
Ue regularly monitor and record emissions and have set science-based targets necessary to achieve sustainable usage linked to
our local watershed
☐ We have met specific reduction targets set during this reporting period
Points Available: 1.00
Water Conservation Practices  What water conservation methods have been implemented at the majority of your corporate offices or plant facilities:
Please check all that apply.
✓ Low-flow faucets, taps, toilets, urinals, or showerheads
Grey-water usage for irrigation
✓ Low-volume irrigation
☐ Harvest rainwater
☐ Other - please describe
☐ None of the above
None of the above

Land & Life 3.2

#### **Monitoring and Reporting Non-hazardous Waste**

How does your company monitor and manage your waste production?

Please select one answer option indicating if the company monitors waste production and potentially sets targets (answers 1-4). If the
company sets targets, answers 5 and/or 6 may apply in addition.
☐ We do not currently monitor and record waste production
✓ We regularly monitor and record waste production but have not set any reduction targets
☐ We regularly monitor and record waste production and have set specific reduction targets relative to previous performance (e.g. a
5% reduction of waste to landfill from baseline year)
☐ We regularly monitor and record waste produced and have set a zero waste target
We have met the specific reduction targets set during this reporting period
We produce zero waste to landfill / ocean
Points Earned: 0.25 of 1.00
Non-hazardous Waste Generated
Waste Produced: Non-Hazardous Waste (metric tonnes) during the last 12 months
Waste Produced: Non-Hazardous Waste (metric tonnes) during the last 12 months 3.08
☐ We do not track this
Points Available: 0.00
Total Waste Disposed
Waste Disposed (metric tonnes) during the last 12 months
Waste Disposed (metric tonnes) during the last 12 months 3.08
☐ We do not track this
Points Available: 0.00
Total Waste Recycled
Waste Disposed: Recycled/Reused (metric tonnes) during the last 12 months
Waste Disposed: Recycled/Reused (metric tonnes) during the last 12 months 0
☐ We do not track this
Points Available: 0.00

# Recycling Programs Does the company have a company-wide recovery and recycling program that includes the following? Please check all that apply. Paper Cardboard Plastic Glass & metal Composting None of the above Points Earned: 1.00 of 1.00 Reducing Waste

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

The past two years

The past two years	
✓ We do not track this	3

Points Available: 0.00

#### **Hazardous Waste Disposal**

Can your company verify that your hazardous waste is always disposed of responsibly?

This includes batteries, paint, electronic equipment, etc.



ONo

O N/A - We have eliminated hazardous waste

Points Earned: 1.00 of 1.00

#### **Chemical Reduction Methods**

Which	of the followin	g environmentally	preferred	products	have bee	en purchased	for the	majority	of
your c	orporate faciliti	ies?							

✓ Non-toxic janitorial products

✓ Unbleached / chlorine free paper products

Soy-based inks or other low VOC inks

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

Other - please describe

☐ None of the above

Points Earned: 1.00 of 1.00

#### **Customers**

**OPERATIONS** 

#### **Customers Impact Area Introduction**

0.0

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

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

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

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

O Yes

O No

Points Available: 0.00

**OPERATIONS** 

#### **Customer Stewardship**

3.6

#### **Managing Customer Stewardship**

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

<b>✓</b> We	offer product / service guarantees, warranties, or protection policies
□We	have third party quality certifications or accreditations
✓ We	have formal quality control mechanisms
✓ We	have feedback / customer service feedback or complaint mechanisms
✓ We	monitor customer or consumer satisfaction
□We	assess the outcomes produced for our customers through the use of our product or service
✓ We	have written policies in place for ethical marketing, advertisement, or customer engagement
✓ We	manage the privacy and security of client / customer data
Nor	ne of the above
Points Ea	arned: 0.56 of 0.56

#### **Product / Service Warranties**

What percentage of your products or services are covered by a formal warranty or guarantee?

○ 0%
○ 1-9%
○ 10-24%
○ 25-49%
○ 50-74%
○ 75-99%
○ 100%

O N/A

Points Earned: 0.56 of 0.56

#### **Monitoring Customer Satisfaction and Retention**

Which of the following are true of your company with regards to customer or client satisfaction and/or retention?

✓ Company monitors customer satisfaction
 ✓ Company shares customer satisfaction internally within the company
 ✓ Company shares customer satisfaction publicly
 ✓ Company has specified targets for customer / client satisfaction
 ✓ In the last year, company has achieved specified targets for satisfaction

☐ None of the above

Points Earned: 0.56 of 0.56

# Managing Product Impacts Does the company do any of the following with regards to managing the potential impact their products have on customers / beneficiaries? ✓ Company regularly monitors customer outcomes and well-being ✓ Company has formal program to incorporate customer testing and feedback into product design

Company has formal programs in place to continuously improve outcomes produced for customers (including reducing negative

effects or increasing positive effects)

Points Earned: 0.56 of 0.56

☐ None of the above

#### **Managing Marketing and Advertising**

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

- Company makes transparent potential risks and negative impacts of products, including, when appropriate ingredient lists
- Company has formal policies to review the accuracy and ethics of marketing and advertising
- Company complies with independent marketing and advertising standards relevant to their sector or industry
- Company has programs in place to promote social and or environmental causes through its marketing and advertising
- Company gets input of the communities that are featured on the company's messaging and advertising campaigns and is inclusive of the culture of those communities.

Other

☐ None of the above

Points Earned: 0.56 of 0.56

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

Does your company have any of the following to address data usage and privacy issues?

- Company has a formal publicly available data and privacy policy
- Company makes all users aware of information collected, length of time it is preserved, how it's used, and whether and how it is shared with other entities (public or private)
- ✓ All customers have option to decide how their data can be used
- Company's all email list building and email marketing strategies are GDPR compliant

Other

None of the above

N/A - Company does not collect sensitive data

Points Earned: 0.56 of 0.56

## **Data Security Management**

Does the company have any of the following practices to ensure security of private data?
✓ Data privacy is included in company wide risk management compliance processes
✓ All employees with access to data are trained on data privacy policies
✓ Company has a formal code of conduct that defines unauthorized uses of data
☐ Internal audits of data security
External audits of data security
☐ Simulated hacks on data security
Other
☐ None of the above
□ N/A - Company does not collect sensitive data
Points Earned: 0.28 of 0.56
Disclosure Questionnaire
Disclosure Industries
Disclosure questions on specific production and trade.
Disclosure Alcohol
Please indicate if your company is involved in the production, operation, trade, or sale of any the following:
Alcohol
Please also select "Yes" if your company serves clients in this industry
○Yes
No
Points Available: 0.00
Disclosure Tobacco
Please indicate if your company is involved in the production, operation, trade, or sale of any the following:
Tobacco
Please also select "Yes" if your company serves clients in this industry
○ Yes
○ No

#### **Disclosure Gambling**

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

Gambling

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

O Yes

No

Points Available: 0.00

#### **Disclosure Firearms Weapons**

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

Firearms, weapons or munitions

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

O Yes

No

Points Available: 0.00

#### **Disclosure Pornography**

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

Pornography

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

O Yes

O No

#### Disclosure Payday, Short Term, or High Interest Lending

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

Payday, short-term, or high-interest lending

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

O Yes



Points Available: 0.00

#### **Disclosure Fossil Fuels**

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

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

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

O Yes

No

Points Available: 0.00

#### **Disclosure Mining**

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

Mining

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

O Yes

O No

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

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

Nuclear power, radioactive materials or hazardous waste

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

O Yes



Points Available: 0.00

#### **Disclosure Prisons**

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

Prisons

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

O Yes



Points Available: 0.00

#### **Disclosure Whole Life Insurance**

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

Whole life insurance products

Select "Yes" only if the company earns 80%+ of its revenue from whole life insurance products.

O Yes

O No

Points Available: 0.00

#### **Disclosure Volunteer Placement to Orphanages**

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

Organizing volunteer programs to orphanages or child care organizations

O Yes

No

#### **Disclosure Tax Advisory Services**

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

Tax advisory services

Yes

No

Points Available: 0.00

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

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

Animal-based products or services (including seafood)

O Yes

O No

Points Available: 0.00

#### **Disclosure Genetically Modified Organisms**

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

Genetically modified organisms

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

O Yes

No

Points Available: 0.00

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

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

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

O Yes

O No

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

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

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

O Yes

No

Points Available: 0.00

#### Other Disclosure Industries

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

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

O Yes

No

Points Available: 0.00

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

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

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

Ne s'applique pas

Points Available: 0.00

#### **Disclosure Practices**

Disclosure questions on sensitive practices.

#### No formal Registration Under Domestic Regulations

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

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

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

O Yes

No

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

Please indicate if your company engages in any of the following practices: Company uses corporate shells or other structural means, such as establishing multiple corporate entities, to minimize tax payments O Yes O No Points Available: 0.00 **Operates in conflict zones** Please indicate if your company engages in any of the following practices: Company operates in conflict zones O Yes No Points Available: 0.00 Sale of Data Please indicate if your company engages in any of the following practices: Company sells or provides access to consumer or user data O Yes

No

Points Available: 0.00

#### Facilities located in sensitive ecosystems

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

Company facilities are located adjacent to or in sensitive ecosystems

Yes

O No

**Marketing of Breastmilk Substitutes** Please indicate if your company engages in any of the following practices: Marketing of breastmilk substitutes O Yes No Points Available: 0.00 Activities against freedom of association/collective bargaining Please indicate if your company engages in any of the following practices: Company has taken a public stance against unionization, has engaged in activities that may be perceived as taking a stance against union organizing, or prohibits workers from freely associating and bargaining collectively for the terms of one's employment O Yes No Points Available: 0.00 **Employs Individuals on Zero-Hour Contracts** Please indicate if your company engages in any of the following practices: Company employs individuals on zero-hour contracts O Yes No Points Available: 0.00 Company workers are prisoners Please indicate if your company engages in any of the following practices:

Company uses workers who are prisoners

O Yes

No

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

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

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

O Yes

Points Available: 0.00

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

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

Overtime work is compulsory and exceeds 48 hours in a week

O Yes

No

Points Available: 0.00

#### **Other Disclosure Practices**

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

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

O Yes

No

Points Available: 0.00

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

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

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

Ne s'applique pas

Points Available: 0.00

#### **Disclosure Outcomes & Penalties**

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

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

Company has filed for bankruptcy

O Yes

ON O

Points Available: 0.00

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

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

Bribery, fraud, or corruption

O Yes

ON O

#### **Anti-Competitive Behavior**

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

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

# **Breaches of Confidential Information** Please indicate if your company has experienced any of the following in the past 5 years: Breaches of individual privacy and/or losses of individual confidential data O Yes No Points Available: 0.00 **Significant Layoffs** Please indicate if your company has experienced any of the following in the past 5 years: Company has had layoffs of more than 20% of the workforce O Yes No Points Available: 0.00 Hazardous Discharges Into Air/Land/Water (Past 5 Yrs) Please indicate if your company has experienced any of the following in the past 5 years: Company sites have experienced accidental discharges to air, land or water of hazardous substances O Yes ON O Points Available: 0.00

#### Large Scale Land Conversion, Acquisition, or Relocation

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

Construction or operation of company involved large scale land acquisition, convergence, or degradation (including the construction or refurbishment of dams), or resulted in the resettlement or economic displacement of 5,000 or more people

O Yes

No

#### **Penalties Assessed For Environmental Issues**

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

Environmental management penalties, including animal welfare

O Yes

Points Available: 0.00

#### **Violation of Indigenous Peoples Rights**

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

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

O Yes

No

Points Available: 0.00

#### Other Disclosure Outcomes & Penalties

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

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

O Yes

No

Points Available: 0.00

#### Company Explanation Of Disclosure Item Flags

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

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

L'entreprise a été condamnée en appel à indemniser des clients pour un litige sur une croisière qui a dû être annulée du fait d'un accident corporel d'un passager sur cette croisière.

Points Available: 0.00

#### **Supply Chain Disclosure**

Disclosure questions concerning the significant suppliers of the company

#### **Suppliers in Conflict Zones**

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

Operation in conflict zones

O Yes

No

O Don't Know

Points Available: 0.00

#### **Suppliers Negative Social Impact**

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

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

O Yes

No

O Don't Know

Points Available: 0.00

#### **Suppliers Negative Environmental Impact**

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

Practices or outcomes that produced substantial negative environmental impact

O Yes

No

O Don't Know