

# B Lab Demo Account Assessment (2014-05-13)

Version: Manufacturing Track / 250-999 Employees / Emerging Market

---

Sat Apr 25 18:05:00 GMT 2015

# Governance

---

## Governance: Mission & Engagement

GV2.1 Select the description that best describes your business. This is an unweighted question that will not impact your score, and is asked only for research/benchmarking purposes.

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

GV2.2 Please type or paste your mission statement here.

GV2.2a Does your company have a corporate mission statement, and does it include any of the following? Check all that apply.

- No written statement
- A written corporate mission statement that does not include a social or environmental commitment
- A commitment to social impact (e.g. poverty alleviation, sustainable economic development)
- A commitment to environmental stewardship and conservation
- A commitment to serve a target beneficiary group in need (e.g. low income customers, smallholder farmers)

GV2.3 Does your company have any of the following internal engagement practices that focus on the social or environmental mission of your company? Check all that apply. If your company does not have a written social or environmental mission, select None.

- No social or environmental mission
- No training on the company's social and environmental mission
- Only informal inclusion of the company's social and environmental goals in orientation, training or instruction, and/or performance evaluation
- All workers receive orientation, training, or instruction that explicitly covers the company's social and/or environmental mission and goals
- Managers' performance evaluation includes how the manager executed on the company's social or environmental mission and goals
- Non-managers' performance evaluation includes execution of company's social or environmental mission and goals

GV2.4a Does your company routinely engage with and seek feedback from the local community about the company's business activities and social/environmental performance? If yes, select which methods are used for feedback. Check all that apply.

- None
- Annual stakeholder meeting
- Regular meetings with local community members
- Regular meeting with social or environmental advocacy groups
- Through stakeholder representation on the board or governing/advisory body (employees, community members, advocacy group representatives)
- Third-party or anonymous surveys with local community and customers
- Other (please describe)

GV2.5 Are there key performance indicators (KPIs) or metrics that your company tracks on at least an annual basis to determine if you are meeting your social or environmental objectives?

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

---

## Governance: Governance

GV3.1b Beyond the management team, does the company have the following governance structures in place?

- None (Owner/Manager governed)
- Advisory Board
- Board of Directors/Governing Body

GV3.3a Does your Board of Directors or governing body have written responsibility for the following issues? Check all that apply.

- Guiding corporate strategy, setting strategic goals and major plans of action
- Approving annual budgets, overseeing major capital expenditures and general risk management
- Overseeing executive compensation
- Overseeing the company's social and environmental mission, with specific goals and targets (if no mission statement, do not select this option)
- Other
- None of the above
- N/A - no Board of Directors or other governing body

GV3.3b Which of the following characteristics does your board or governing body have? Check all that apply.

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

GV3.4a Does the Board of Directors or other formal governing body include member(s) elected to represent the interests of the following stakeholder groups? Please select all that apply.

- Non-executive Employees
- Community
- Environment
- Customers
- None
- N/A - no Board of Directors or other governing body

---

## Governance: Ethics

GV4.1c Does the company maintain any of the following financial controls? Check all that apply.

- None
- IT systems have different password protection systems that are changed periodically with different access levels according to the position of the staff member accessing the data
- Fraud risk assessment is conducted at least annually and any internal control deficiencies identified are communicated to BoD and senior management
- Lines of financial reporting, responsibilities and limits for the authorization, approval and verification of disbursements are all documented in writing
- Financial control activities are documented and at a minimum cover controls around cash disbursement, accounts receivable, accounts payable, and inventory management

GV4.4 Which of the following describes how your company instructs employees regarding your Code of Ethics about behavioral expectations, bribery and corruption? Check all that apply.

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

GV4.5a Which of the following aspects are covered in your Code of Ethics?

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

GV4.6a In cases where the company's Code of Ethics are breached, does the company have formal written guidelines in place for taking the following actions?

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

GV4.8 Which of the following anti-corruption reporting and prevention systems are in place?

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

GV4.9 Is there an annual conflict of interest questionnaire filled out by all board members (or members of the governing body) and officers? Please choose N/A if your company has no governing body.

- Yes  No  N/A

---

## Governance: Transparency

GV5.1 During last FY, with which financial reporting standards did your company comply?

- IFRS (International Financial Reporting Standards, via the International Accounting Standards Board)
- GAAP (Generally Accepted Accounting Principles, via independent U.S. standards body)
- Local accounting standard (via local independent standard setting body)
- Other (describe)
- None of the above
- N/A - Our company is pre-revenue

- GV5.2a If your company's financial statements were audited or reviewed, what type of individual or entity conducted that review?
- None/ Neither Audited nor Reviewed
  - Locally-accredited auditing firm or CPA/CFA
  - Internationally-accredited auditing firm or CPA/CFA
- GV5.4 Does the company have a formal process to share financial information (except salary info) with its full-time employees?
- No
  - Yes - The company shares basic revenue/cost numbers if employees ask for them
  - Yes - The company discloses all financial information (except salary info) at least yearly
  - Yes - The company discloses all financial information (except salary info) at least quarterly
  - Yes - The company has an Open Book Management process
  - Company also has an intentional education program around shared financials
- GV5.5a Does your company produce a public-facing annual report on its mission-related performance? If yes, does this report include the following?
- None - My company does not produce a public-facing mission-related annual report
  - Clear statements of your mission, its goals, and the change you seek
  - Clear descriptions of your mission-related activities
  - Quantifiable targets related to your mission
  - Quantifiable results from your mission (e.g., lbs of carbon offset)
  - Consistent variables of measurement which allow comparisons to previous years
  - Third-party validation of any part of your company's mission performance

---

## Governance: Governance Metrics

GV1.1 On what date did your last fiscal year end?

GV1.2 Reporting currency

Total Earned Revenue

From the last fiscal year

From the fiscal year before last

EBIT (Earnings Before Interest & Taxes)

From the last fiscal year

From the fiscal year before last

Net Income

From the last fiscal year

From the fiscal year before last

GV1.6 Payments to government in the last fiscal year. Select N/A if company is pre-revenue.

## Workers

---

### Workers: Worker Metrics

WR1.1 This is a REQUIRED question that determines the set of additional questions your company will respond to regarding your salaried or hourly workers: Are more than 50% of the workers paid on an hourly basis?

Yes  No

Number of Total Full-Time Workers

Current Total Full-Time Workers

Total Full-Time Workers 12 months ago

Number of Total Part-Time Workers

Current Total Part-Time Workers

Total Part-Time Workers 12 months ago

Number of Total Temporary Workers

Current Total Temporary Workers

Total Temporary Workers 12 months ago

WR1.7 Select from the list below any compensation structures used to pay employees.

- Annual Salary
- Hourly Salary
- Performance / Project based Contract (i.e. Independent Contractor)
- Tips + Hourly Wage
- Commission + Base Salary
- Tips / Commissions / Bonuses that account for >80% of income

---

### Workers: Compensation & Wages

WR2.1 Total Wages (including bonuses)

WR2.2 What is the company's lowest wage (calculated on an hourly basis)? Please exclude students and interns in this calculation.



WR2.3 What % above the minimum wage did your lowest-paid worker (full-time, part-time or temporary) receive during the last fiscal year? If your lowest-paid hourly worker received only the minimum wage, select <10%. If there is no minimum wage in your country, please select N/A.

<10%  10-29%  30-49%  50-69%  70-89%  90%+  N/A

WR2.5a During the last fiscal, did all full-time and part-time workers receive an increase to their salary/wages (excluding bonuses) that at least meets the inflation rate in your country? Do not include commissions paid to commission-based workers in this response. (Click on ? to link to an inflation table).

Yes  No

WR2.6 Subtracting for inflation increase, what was the average % increase in wage/salary paid to all full-time and part-time workers (excluding bonuses, commissions) in the last fiscal year? Select 0% if wage increase was below or tied to inflation.

0%  0.1-1.9%  2.0-4.9%  5%+

WR2.7 Which of the following are true about the company's bonus plan:

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

WR2.8 Tell us how your bonus pool is distributed.

WR2.10 If you provide a non-cash bonus, describe what the bonus is and how you value it.

WR2.11 What % of full-time and part-time employees, excluding founders and executives, received a bonus in the last fiscal year?

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

WR2.12a What multiple is the highest compensated individual paid (inclusive of bonus) as compared to the lowest paid full-time worker?

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

---

## Workers: Compensation & Wages (Hourly)

WR2.9b In the last fiscal year, the company's bonus plan for non-executives represented what % of the company's salary base? Please select 0% if your company did not have bonuses issued.

0%  <1%  1-3%  3-6%  >6%

---

## Workers: Worker Benefits

WR3.1b Beyond what is required by law, which of the following benefits are provided to all full-time workers? Check all that apply.

- Disability coverage/ accident insurance
- Life insurance
- Financial services (credit or savings programs)
- Private dental insurance
- Private supplemental health insurance
- Private pension/retirement plans or provident funds
- Other (describe)
- None of the above

WR3.2 How many days of paid maternity leave are provided to non-managerial full-time workers? Only include leave that is equivalent to 100% post-tax salary, either paid by your company, insurance or government programs. Include in your calculation leave that is required by government and any additional leave that is provided by your company. If the company does not have a maternity policy, select None.

- None
- 1-90 working days
- 91-120 working days
- >120 working days

WR3.3b What is the minimum number of days of paid paternity leave offered to full-time tenured workers (tenured defined as with the company for 1+ years or life of the company)? This only includes leave that is 100% paid, either by your company or by government programs.

- None
- 1-10 work days
- 11-25 work days
- 26+ work days

WR3.4a How many hours per week must a part-time employee work in order to qualify for the above-selected benefits?

- No benefits beyond what is provided under national law
- 30+ hours per week
- 25-30 hours per week
- 20-24 hours per week
- <20 hours per week
- N/A - No part-time workers

WR3.5a Which supplementary benefits are provided to a majority of non-managerial workers (including full-time and part-time)? Check all that apply.

- Free transportation or transit subsidy
- Free or subsidized meals
- Health benefits extend to immediate family (spouse and children)
- Child-care (On-site or subsidized)
- Access to local medical services/clinic (on-site or subsidized)
- Free or subsidized housing
- Other free or subsidized benefits (describe)
- None

### Workers: Worker Benefits (Hourly)

WR3.6b What is the minimum number of paid days off (on pro rata basis, including holidays) provided annually to all hourly workers? Include annual leave that is required by government and any additional leave provided by the company.

- <9 days
  9-15 days
  16-25 days
  26-35 days
  >35 days

### Workers: Training & Education

WR4.1b During the last 12 months, what was the average amount of training that a newly hired worker (full-time and part-time) received?

- No training
- On-the-job training (1-day to 1 week)
- On-the job training (1 week to 1 month)
- Apprenticeship/technical training (1 month+)
- N/A - No new hires during the last 12 months

### Workers: Training & Education (Hourly)

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

0%	1-24%	25-49%	50%+	Don't know	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Skills-based training to advance core job responsibilities
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Skills-based training on cross-job functions (i.e. training beyond regular job responsibilities, e.g. public speaking training or management training for non-managers)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Training on life skills for personal development (i.e. literacy, personal financial planning, etc.)

WR4.3b What % of full-time workers have participated in external professional development opportunities or lifelong learning opportunities (paid for in advance, reimbursed or subsidized by the company) in the past fiscal year?

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

---

## Workers: Worker Ownership

WR5.1 Does your company have any of the following employee ownership programs - a Cooperative structure, Employee Stock Option Plan (ESOP), or other employee ownership program?

- Yes  No

WR5.2 What % of all full-time employees (including founders and executives) own stocks, stock equivalents and stock options, or participate in a qualified ownership plan in the company? Select N/A if your company is a consumer/shared services cooperative, a producer cooperative or a nonprofit.

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

WR5.3 What % of the company is owned by full-time workers (excluding company founders, executives and family members)? Select 0% if none of the workers own the business. Select N/A if your company is a consumer/shared services cooperative, a producer cooperative or a nonprofit.

- 0%  1-24%  25-49%  50%+  N/A

---

## Workers: Management & Worker Communication

WR6.3a Is there an established, formal, consistent process for providing performance feedback to all tenured employees which (please check all that apply):

- Is conducted on at least an annual basis  
 Includes peer and subordinate input  
 Provides written guidance for career development  
 Includes social and environmental goals  
 Clearly identifies achievable goals  
 None of the above

WR6.4a Does the company conduct anonymous worker satisfaction / engagement surveys at least bi-annually?

- Yes  No

WR6.5 If your company has conducted an employee satisfaction / engagement surveys conducted within the past 2 fiscal years, what % of your employees are 'Satisfied' or 'Engaged'?

- N/A  <65%  65-90%  >90%

WR6.6 Which of the following does your company's termination policy require (except in situations requiring immediate dismissal / with cause)?

- No written notice required
- Written notice of worker performance only
- Written notice of worker performance and a stated probationary period

WR6.7 Has the company identified one of the following designated agents to mediate complaints / issues between workers or workers and management?

- Informally-designated worker who passes information to other workers
- Union representative
- Human Resources-designated representative
- Employee Representative mutually-designated by company management and employees
- 3rd party Ombudsman
- Other (describe)
- None of the above

---

## Workers: Management & Worker Communication (Hourly)

WR6.1a Is there a written performance review for any of the following workers? Check the box if all workers in that category receive a formal performance review on an annual basis.

- No written performance review
- Managers
- Salaried non-managerial workers
- Hourly non-managerial workers
- Temporary workers

---

## Workers: Human Rights & Labor Policy

WR7.1 Does your company have a written employee handbook that includes the following information provided in the national language for workers?

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

WR7.2 If you have a written non-discrimination policy, which of the following are covered in hiring and in the workplace? Check all that apply.

- No written policy
- Gender
- Race
- Color
- Disability
- Political opinion
- Sexual orientation
- Age
- Religion
- HIV status

WR7.3a Have your company's human rights and labor practices been certified or reviewed by an independent third party during the last 12 months?

- Yes  No

---

## Workers: Occupational Health & Safety

WR8.1 Are written policies and practices in place to minimize on-the-job employee accidents and injuries?

- Yes  No

WR8.3 Does your company have a formal safety and health program to engage with workers that includes the following:

- None - no formal safety and health program
- Annual safety and health training for all workers, including at least one emergency drill per year
- Injury/accident/illness/lost days data is recorded and made transparent for all workers
- Formal safety reporting system for employees to submit their safety concerns
- A safety position, safety committee or safety program representative reporting to senior level position (Vice-President or higher)

WR8.4 Which of the following describe your company's practices to evaluate and mitigate occupational health and safety risks?

- None - No measures to evaluate and mitigate workplace risks
- Has a documented standard procedure for investigating the root causes of accidents and major incidents
- Has implemented corrective actions after an incident is investigated
- Conducts an annual evaluation of the safety and health system and includes senior management in the evaluation

WR8.5b If your company uses any hazardous or dangerous materials on-site (including chemicals, gasoline or fuel, fertilizer, pesticides, other hazardous materials), check all that apply. Select N/A only if your company has no hazardous materials on site.

- All workers who are in contact with hazardous materials receive initial and on-going (2x per year) training for proper storage, handling, and disposal of materials
- All workers who handle hazardous materials are required to wear protective gear, including clothing, eye and foot protection
- All workers are made aware of all health risks associated with handling hazardous materials
- We monitor the health of all workers who work with hazardous materials and provide them with annual health check-ups
- Other (describe)
- None
- N/A

WR8.6b Does your company do any of the following with regard to equipment or machinery used by workers (including machinery, vehicles, etc)? Check all that apply. Select N/A only if the company has no equipment.

- All workers who use equipment receive initial and on-going training on proper operation and emergency shut-off of the machinery
- All workers are required to wear appropriate protective gear, including clothing, eye and foot protection, when working with machinery
- The company regularly inspects whether correct protective gear and operation of machinery is being followed by workers
- Machinery is checked at least once per year for necessary maintenance issues
- Signs regarding hazards and proper use of equipment are posted on or near equipment in the local language
- Other (describe)
- None
- N/A

## Community

---

### Community: Job Creation

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

Last 12 months:

Prior 12 months:

CM2.2b What % of full-time and part-time jobs were newly created at your company during the last 12 months? This does not include existing positions that were filled due to vacancy.

0% (Has not grown on a net basis)  1-14%  15-24%  25%+

CM2.3a What % of positions above entry level have been filled through internal promotion during the last 12 months? If there have been no job openings above an entry level, enter 0.

0%  1-24%  25-49%  50%+

CM2.4 Number of full-time and part-time workers that departed/left the company during the last 12 months. Enter 0 if None. Select N/A only if there are no workers.

CM2.5a What % of full-time and part-time workers have left the company (including voluntary and involuntary separation, excluding workers dismissed with cause) during the last 12 months?

>10%  5-10%  2.5-4.9%  0-2.4%

---

### Community: Diversity

CM3.1 Number of total full-time and part-time female employees. Enter 0 if None. Select N/A only if there are no workers.

What % of non-managerial full-time and part-time employees are women or from chronically-underemployed communities?

0%	1-9%	10-24%	25-39%	40-49%	50%+	Don't know	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Women
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chronically-underemployed



What % of management (both full-time and part-time workers) are women, from chronically-underemployed communities or expatriates?

0%	1-9%	10-24%	25-39%	40-49%	50%+	Don't know	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Women
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chronically-underemployed
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Expatriates

What % of the company is owned by:

0%	1-9%	10-24%	25-39%	40-49%	50%+	Don't know	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Women and/or individuals from chronically-underemployed communities
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Non-profit organization

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

Women

Individuals from chronically underemployed communities

CM3.10 What % of the members of your Board of Directors or other governing is women or individuals from chronically underemployed communities? Select N/A only if your company is governed by an owner/manager structure and does not have a Board of Directors or governing body.

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

## Community: Civic Engagement & Giving

CM4.2 Total amount (in currency terms) donated for charitable-giving purposes during the last fiscal year. Report with the currency specified in GV1.2 for this metric.

CM4.3b What was the % of profits or sales that your company gave to charity during the last fiscal year? Please select the lesser of % of profits or % of sales that the company donated in each answer bucket. Please include tax deductible in-kind donations but do not include pro bono time.

- 0%
- 1-9% of profits or <1% of sales
- 10-19% of profits or 1-1.9% of sales
- 20-49% of profits or 2-4.9% of sales
- 50%+ of profits or 5%+ of sales
- Don't know

CM4.4 Number of hours volunteered by full-time and part-time employees of the organization during the last fiscal year. This should include both paid and unpaid time spent volunteering during traditional work hours, either for company-organized events or for employee-initiated activities.

CM4.5b What was the % of per capita worker volunteer, community service, or pro bono time donated in the reporting period? Calculate using a 2000-hour work year: Total Hours Donated / (# FTE \* 2000 hours)

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

CM4.6 Does your company have membership or a civic partnership with any of the following types of organizations? (Check all that apply)

- None
- Business or Trade Associations
- Chamber of Commerce
- Governmental Institutions
- Local academic institutions
- Cooperatives
- Other (describe)

CM4.8 Indicate whether your company has worked and advocated for specific positive institutional, industry or regulatory reforms in the past two years at any of the following levels?

- Private, within the industry
- Local
- Municipal
- State/Provincial
- National
- International
- None of the above

---

## Community: Local Involvement

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

0%	1-9%	10-19%	20-29%	30%+	Don't know	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Cost of Goods Sold (excluding labor)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Raw materials (in currency terms) grown or harvested (by company or local independent suppliers)

CM5.6 Do a majority of your customers live within 322km/ 200 miles of your company's headquarter or production facilities?  
 Yes  No  Not tracked / unknown

CM5.7 Does your company have the following written local purchasing or hiring policies in place?  
 No written local purchasing strategy in place  
 Preference at each facility to purchase from local suppliers  
 Ready-to-use lists of preferred local suppliers/vendors for specific facilities  
 Preference for hiring and recruiting local managers with equitable compensation  
 Preference for hiring and recruiting local staff (management and non-management) with training for employees  
 Incentives for staff to live within 40 km of local company facility  
 Other (please describe)

CM5.8 What % of senior management is native (born and/or raised in) to the country of operations?  
 <49%  50-74%  75-94%  95%+

---

## Community: Suppliers, Distributors & Product

CM6.1 Tell us about your Significant Suppliers - what type of business(es) are they and approximately how many do you source goods & services from?

CM6.2 This question determines the set of supplier-focused questions your company will respond to: Does your company screen and/or evaluate Significant Suppliers for social and environmental impact?  
 Yes  No

CM6.8 Does your company have a formal Code of Conduct policy or contract that specifically holds the suppliers, distributors or retailers that your company works with accountable for social and environmental performance?  
 Yes  No  N/A

CM6.14 Do you have a program that identifies suppliers in need of support, education and/or training? If so, which of the following characteristics apply to your program?

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

CM6.24 During the last fiscal year, what % of your Significant Suppliers (on currency basis) had internationally-recognized product certifications? Select 0% if you do not know whether your Significant Suppliers are certified.

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

CM6.25a During the last fiscal year, what % of revenues are generated from products that have a certification that assesses the product or production process for the product (including certifications related to social and environmental performance)? For service providers, what % your services have been reviewed and certified by an accreditation body? Select N/A if industry or service relevant accreditation does not exist.

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

CM6.26a Does your company have a tracking system in place for all products to manage quality assurance issues? Select N/A only if no physical product is involved.

- Yes  No  N/A

## Environment

---

### Environment: Land, Office, Plant

EN2.1a What % of the square footage or metric of all company facilities is located in previously constructed buildings?

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

EN2.2a Which best describes a majority of the company's offices and plant facilities' environmental efficiency (also known as "green building practices")?

- Buildings employ energy saving strategies (e.g. energy use monitoring, efficient appliances and lighting, renewable energy use)
- Buildings use systems for increasing water efficiency (e.g. water efficient appliances, fixtures, and landscaping)
- Buildings use systems to monitor and improve air quality (e.g. increased ventilation)
- Building construction and/or operations make use of sustainable materials (e.g. reclaimed products)
- New building sites are chosen based on sustainability considerations (e.g. minimizing impact on ecosystems and waterways)
- Buildings are LEED certified or LEED equivalent certified
- Other (describe)
- None

EN2.3a Does your company have any of the following recycle/reduce/reuse programs?

- Company recycles and reuses materials on premises, with clearly-marked bins for use
- A written recycle/reduce/reuse policy that is posted at plant facilities with clearly-marked bins
- Other (describe)
- None

EN2.4 What % of new equipment purchased (by total cost) during the last 24 months were energy efficient equipment or other environmentally-friendly equipment? Select N/A if no capital expenditures were made during the last 24 months.

- 0% (no equipment)
- <50% (some equipment)
- 50%+ (majority of equipment)
- 100% (all equipment)
- N/A - No new equipment purchased

EN2.6b Does your company have an environmental management system that includes any of the following? Check all that apply.

- No environmental management system
- Policy statement documenting the company's commitment to the environment
- Internal or external assessment undertaken of the environmental impact of your company's business activities
- Stated objectives and targets exist for environmental aspects of your company operations
- Programming designed, with allocated resources, to achieve these targets
- Periodic compliance and auditing to evaluate impact of activities
- Other (describe)

EN2.7 Has your company gone through an environmental review or audit during the last 24 months? If yes, select what type of audit or review was conducted; if no, select no.

- No
- Internal Review
- 3rd party-conducted review
- 3rd party-conducted audit
- Other (describe)

---

## Environment: Inputs

EN3.1 During the last fiscal year, what % of your products sold had a product certification that assesses the environmental impacts of the product/production process for that product? Select N/A only if there is no physical product being sold.

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

EN3.2 Has your company conducted any of the following during the last 24 months with regard to a majority of the products you manufacture or sell (representing at least 50% of revenues):

- Periodic Life Cycle Assessment
- Cradle-to-Cradle certification
- Product has been source reduced
- Product has gone through toxicity reduction exercise
- None

EN3.4a What is the % of recycled, biodegradable, or environmentally-preferred/sustainable materials in the product (including packaging)? If unknown, choose 0.

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

EN3.5a Has your company implemented any of the following water conservation methods at your corporate office or plant facilities? Check all that apply.

- Low-flow faucets/taps, toilets/urinals, showerheads
- Water recycling/reuse during the production process
- Harvest rainwater
- Other (describe)
- None of the above

Does your company monitor and record its usage of energy and water?

We do not currently monitor and record our usage	Our company monitors and records usage (no reduction targets)	Our company monitors usage and has specific reduction targets	Our company monitors usage and has met specific reduction targets during the last FY	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Energy:
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Water:

EN3.8 From what sources does your company get its electricity? Check all that apply.

- Diesel-generators
- Municipal power grid (sources unknown/not renewable)
- Municipal power grid (at least 10% of municipal power is generated from renewable sources such as solar, wind or small-scale hydropower)
- Bio-fuel or other clean/renewable based generators
- Renewable energy sources (including on-site renewable)
- Other (describe)

EN3.9 During the last fiscal year, what % of energy used by your company came from renewable sources? (include on-site renewable generation) If none, or if you don't know, enter 0.

- 0%  1-9%  10-24%  25-49%  50%+

---

## Environment: Outputs

EN4.2a During the last fiscal year, what % of hazardous waste (batteries, paint, medical waste, electronic equipment, etc.) was disposed of responsibly, with a documented 3rd party?

- <90%  90-99%  100%  Don't know

EN4.3a If your company uses any hazardous materials on site (including chemicals, pesticides, fertilizer), check all of the procedures that your company follows.

- Written procedures for safe storage, use and disposal of each hazardous material available in the national language(s) of work
- All hazardous materials are kept in sealed containers in a locked storeroom located in a separate area from regular business activities
- All containers with hazardous materials are labeled, with instructions for proper storage, use and disposal
- None of these procedures

Please select the option that best describe how you monitor and record the following emissions. Select N/A only if your company has no physical plant (for greenhouse gas emissions).

We do not currently monitor and record our emissions	Our company monitors and records emissions (no reduction targets)	Our company monitors emissions and has specific reduction targets	Our company monitors emissions and has met specific reduction targets during the last FY	Eliminated emissions of this by-product entirely	N/A	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Scopes 1 and 2 greenhouse gas (GHG) emissions
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Non-hazardous waste
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Hazardous waste
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Hazardous and toxic wastewater

EN4.8 If yes, what aspects of your company's operations are included in the emission calculation? Select N/A if you do not track GHG emissions.

- Scope 1
- Scope 2
- Scope 3
- N/A

EN4.9 Has your company purchased any of the following types of carbon credits during the last fiscal year?

- Voluntary Carbon Credits
- Certified Carbon Credits
- None

EN4.11 How is non-hazardous wastewater disposed of? Check all that apply.

- Unsure/no water treatment system
- Through municipal/public sewer systems
- Off-site water treatment
- Through on-site partial-reclamation
- Through reuse or recycling of wastewater in company's own operations
- On-site watershed management
- Other (describe)



EN4.13a Has your company tested wastewater emissions for potential contamination during the last 12 months?

- No
- Yes - results indicate some contamination; no corrective action taken to date
- Yes - results indicate some contamination; corrective action taken
- Yes - results indicate no contamination

---

## Environment: Transportation, Distribution & Suppliers

EN5.1a Do any of your company's significant suppliers monitor and report on the following? Check all that apply.

- Use of renewable energy at their facilities
- Water recycling on-site or use a close-loop or other water recovery system
- Waste production
- Proper disposal of hazardous materials and provide documentation of such disposal
- Implementation of programs to reduce waste production or divert waste from landfills
- Have implemented programs to reduce GHG emissions, ozone depleting, toxic air and toxic water emissions
- Other (describe)
- None

EN5.2a During the last fiscal year, what % of your company's Costs of Goods Sold (less labor expenses) were procured from significant suppliers who monitor and report on any of the above selected factors? Select 0% if none of the factors above were selected.

- 0%
- 1-19%
- 20-39%
- 40-50%
- >50%

EN5.3 Has your company implemented an environmentally-efficient shipping or distribution policy?

- Yes
- No

EN5.4a Has your company adopted any of the following techniques for minimizing the transportation-related environmental impact of its distribution and supply chain? Check all that apply.

- Utilize clean or low-emission vehicles (including hybrid, LPG, and electric) to transport and distribute product
- Utilize strategic planning software to minimize fuel usage and shipping footprint
- Train drivers and handlers in fuel efficient techniques
- Utilize freight/shipping methods with lower environmental impacts (i.e. - avoiding air shipment)
- Other (describe)
- None

## Impact Business Models

---

Impact Business Models: Social Enterprise

Does your company have any of the following enterprise models? Select from the following socially- and environmentally-focused enterprise models that describe the specific problem your company attempts to solve. Many companies choose "None of the above models apply." If you do select one of the models below, you will be asked a series of follow-up questions in order to receive credit for the model.

Yes No

- Our products or services benefit consumers by providing one of the following: provision of basic services, health care or healthy products; education; support of general knowledge, arts, or cultural heritage; improved economic opportunity or social/economic empowerment; market access through previously unavailable infrastructure; or servicing non-profit organizations and other purpose driven enterprises with fundraising/capital/capacity-building needs.
- Our product or service conserves the environment through the following: Providing or being self-powered by renewable energy or cleaner-burning energy than market alternatives; enhancing energy and/or water efficiency; reducing waste; conserving land or wildlife; reducing toxic/hazardous substances (ie. organic); pollution prevention and remediation methods; measuring, researching, or providing information to solve environmental problems; providing financing and/or lending tied to an environmental mission
- Workers own more than 40% of our company (e.g. a worker cooperative or a company that has significant ownership by non-executive workers)
- Our company is a producer cooperative where owners are supplier members who organize production (e.g. farmer cooperative, artisanal cooperative)
- Our company focuses on alleviating poverty through its supply chain, via 1) sourcing through fair wage certified suppliers or 2) providing technical assistance/capacity building to small-scale suppliers -- individuals or cooperatives/companies with fewer than 50 workers, or 3) guaranteeing future purchases and payments with contracts.
- Our company uses a microfranchising or micro-distribution model that provides income generation opportunities for low-income individuals or individuals from chronically underemployed communities. Microfranchises have on average fewer than 10 workers, are independently owned and operated, and distribute products exclusively for the parent company. Microdistribution is a sales and revenue model that relies on network of individual sellers/retailers for whom the product comprises at least 50% of their total income.
- Our company donates at least 20% of profits or 2% of sales to charity or a non-profit foundation on an annual basis, or is at least 20% owned by a non-profit.
- Our company has targeted and hired more than 10% of total workers from chronically underemployed populations (including but not limited to low income, previously-incarcerated or discriminated individuals) and/or the company extensively trains/invests in these workers.
- Our company was created as a result of a government privatization scheme (within the past 5 years) or to produce a product in and for the local economy that previously had only been available through import (import substitution model).
- Our production practices are designed to conserve the environment across the company's entire operations (e.g. retrofitting facilities to make them green/energy efficient, changing transportation/distribution to make environmentally efficient, monitoring & reducing water, waste, emissions and energy use)
- None of the above models apply

- IBM1.2 Separate from a mission statement, has your company done any of the following to legally ensure that its social or environmental mission will be maintained over time, regardless of company ownership?
- Signed a contract or board resolution to amend or adopt a legal form that requires consideration of employees, community, and the environment (i.e. Signed B Corp Term sheet but have not yet adopted stakeholder consideration)
  - Amended corporate governing documents to require the consideration of employees, community and the environment (e.g. Amended Articles of Incorporation)
  - Has a specific legal entity/governance structure that preserves mission (i.e. cooperative or non-profit)
  - Legal entity/governance structure preserves mission and requires stakeholder consideration (i.e. Benefit Corp or cooperative that has amended governing documents to include stakeholder consideration)
  - Other - Please describe
  - None of the above
- 

## Impact Business Models: Community P&S Introduction

How do your products serve your customers? (Please select the ONE most impactful way that each product line is solving a social problem for your customers.)

Yes No

- Provides basic services to the underserved without prior access (e.g. providers of electricity or clean drinking water to rural poor communities, affordable housing projects, waste and sanitation systems or disposal)
  - Promotes health or healthy lifestyles (e.g. medical equipment, medical services and medicines, preventative health services or products, healthy living products, exercise and sporting products, prescription eyeglasses)
  - Promotes education or professional skills development (e.g. schools, textbooks, tutoring services, career leadership training, education tools, games and software)
  - Creates economic and/or empowerment opportunities by supporting individuals in improving productivity and other income-generating activities (e.g. financial or insurance services or benefits consulting for the underserved, new mechanisms to connect products to market)
  - Creates access to capital and capacity building for purpose-driven enterprises (e.g. impact investing, sustainability consulting, nonprofit fundraising services, products that assist in raising capital)
- 

## Impact Business Models: Serving Those In Need

IBM11.10 This is a calculated question based on your answer from IBM11.4: Which of the following underserved populations does your business explicitly target? And, question IBM11.9: What % of customers/end beneficiaries of your product or service are from an underserved population identified above?

---

## Impact Business Models: Basic Services

IBM4.6 What % of your revenues last fiscal year were from the above products or services? This % is automatically calculated by clicking the Refresh Calculation button below.

IBM4.7 This is a calculated question based on your answer from IBM4.2: Which of the following product or service descriptions best fit your company? And, question IBM4.5: What % of your revenues last fiscal year were from the above products or services?

---

### Impact Business Models: Health

IBM5.6 What % of your revenues last fiscal year were from the above products or services? This % is automatically calculated by clicking the Refresh Calculation button below.

IBM5.7 This is a calculated question based on your answer from IBM5.2: Which of the following product or service descriptions best fit your company? And, question IBM5.6: What % of your revenues last fiscal year were from the above products or services?

---

### Impact Business Models: Education

IBM6.7 What % of your revenues last fiscal year were from the above products or services? This % is automatically calculated by clicking the Refresh Calculation button below.

IBM6.8 This is a calculated question based on your answer from IBM6.2: Which of the following product or service descriptions best fit your company? And, question IBM6.7: What % of your revenues last fiscal year were from the above products or services?

---

### Impact Business Models: Economic Opportunity/Empowerment

IBM8.6 What % of your revenues last fiscal year were from the above products or services? This % is automatically calculated by clicking the Refresh Calculation button below.

IBM8.7 This is a calculated question based on your answer from IBM8.2: Which of the following product or service descriptions best fit your company? And, question IBM8.5: What % of your revenues last fiscal year were from the above products or services?

---

### Impact Business Models: Flow of Capital and Capacity Building

IBM9.6 What % of your revenues last fiscal year were from the above products or services? This % is automatically calculated by clicking the Refresh Calculation button below.

IBM9.7 This is a calculated question based on your answer from IBM9.2: Which of the following product or service descriptions best fit your company? And, question IBM9.5: What % of your revenues last fiscal year were from the above products or services?

---

### Impact Business Models: Workforce Development

IBM12.8 This is a calculated question based on your answer from IBM12.4: Did you select three or more options for question IBM12.3 (above)? And, question IBM12.7: What % of your total workforce (including full-time, part-time, temporary) are from chronically-underemployed communities?

IBM12.12 This is a calculated question based on your answer from IBM12.9: Which of the following applies to your workforce development program? And, question IBM12.11: What % of your permanent employees are from chronically underemployed populations and participate in the above workforce development program?

---

## Impact Business Models: Supply Chain

IBM13.5 This is a calculated question based on your answer from IBM13.2: Which of the following statements best reflects how you ensure that fair wages are paid to suppliers in low-income, poor or very poor markets? And, question IBM13.4: What % of those materials are certified fair-trade or fair-wage?

IBM13.16 This is a calculated question based on your answer from IBM13.13: Which of the following are true about your supply chain? And, question IBM13.15: What % of your total cost of materials (excluding labor) are sourced through small-scale suppliers (i.e. suppliers or cooperatives with supplier members that have fewer than 50 employees)?

---

## Impact Business Models: Microdistribution

IBM16.4 What % of total business is generated through microdistributors highlighted in IBM16.1 above?

0%  1-15%  16-30%  31-50%  51%+

---

## Impact Business Models: Environment P&S Introduction

In what way or ways does your product/service conserve the environment? Please select ONE option per product line. You may select an additional option if your product line has two separate environmental attribute.

Yes No

- Provides or is powered by renewable energy or cleaner-burning energy than market alternatives (e.g. solar panel manufacturers/installers, hybrid vehicles)
- Conserves resources (e.g. water recycling systems, energy efficient appliances)
- Reduces waste (e.g. recycling technology/services, products made of recycled or compostable input materials)
- Conserves land or wildlife (e.g. land protection or reforestation services, sustainably harvested agricultural products)
- Reduces or is made of less toxic/hazardous substances (e.g. brownfield remediation services, organic food, non-toxic cleaners)
- Educates, measures, researches, or provides information to solve environmental problems (e.g. environmental consulting or auditing)

---

## Impact Business Models: Renewable or Cleaner-burning Energy

IBM21.7 What % of your revenues last fiscal year were from the above products or services? This % is automatically calculated by clicking the Refresh Calculation button below.

IBM21.8 This is a calculated question based on your answer from IBM21.2: Which of the following product or service descriptions apply? And, question IBM21.7: What % of your revenues last fiscal year were from the above products or services?

---

### Impact Business Models: Energy & Water Efficiency

IBM22.7 What % of your revenues last fiscal year were from the above products or services? This % is automatically calculated by clicking the Refresh Calculation button below.

IBM22.8 This is a calculated question based on your answer from IBM22.2: Which of the following product or service descriptions apply? And, question IBM22.7: What % of your revenues last fiscal year were related to the above products or services?

---

### Impact Business Models: Waste Reduction

IBM23.7 What % of your revenues last fiscal year were from the above products or services? This % is automatically calculated by clicking the Refresh Calculation button below.

IBM23.8 This is a calculated question based on your answer from IBM23.2: Which of the following product or service descriptions apply? And, question IBM23.7: What % of your revenues last fiscal year were related to the above products?

---

### Impact Business Models: Land/wildlife Conservation

IBM24.4 What % of your revenues last fiscal year were from the above products or services? This % is automatically calculated by clicking the Refresh Calculation button below.

IBM24.5 This is a calculated question based on your answer from IBM24.2: Which of the following product or service descriptions apply? And, question IBM24.5: What % of your revenues last fiscal year were related to the above products or services?

---

### Impact Business Models: Toxic/hazardous Substance Reduction, Pollution Prevention & Remediation

IBM25.5 What % of your revenues last fiscal year were related to the above products?

IBM25.6 This is a calculated question based on your answer from IBM25.2: Which of the following product or service descriptions apply? And, question IBM25.6: What % of your revenues last fiscal year were related to the above products?

---

### Impact Business Models: Education, measurement and consulting

IBM26.4 What % of your revenues last fiscal year were related to the above products? This % is automatically calculated by clicking the Refresh Calculation button below.

IBM26.5 This is a calculated question based on your answer from IBM26.2: Which of the following product or service descriptions apply? And, question IBM26.5: What % of your revenues last fiscal year were related to the above products or services?



## Disclosure Questionnaire

---

### Disclosure Questionnaire: Industries

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

Yes No

- Any product or activity deemed illegal under host country laws or regulations or international conventions and agreements
- Alcohol (excluding beer and wine)
- Commercial logging and logging equipment
- Drift net fishing in the marine environment using nets in excess of 2.5 km in length
- Firearms, weapons or munitions
- Genetically modified organisms
- Mining
- Nuclear Power
- Fossil fuel-based oil or coal utility
- Ozone depleting substances subject to international phase-out
- Persistent organic pollutants (POPs) that are banned or scheduled to be phased out of production
- Pesticides/herbicides subject to international phase-out or bans
- Pharmaceuticals subject to international phase-outs or bans
- Radioactive materials
- Tobacco
- Unbonded asbestos fibers
- Wildlife or wildlife products regulated under the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES)
- Chemical-intensive industries reliant on chemicals that meet the Substances of Very High Concern (SVHC) criteria under REACH (The European Union's chemical regulation, currently the world's most stringent chemical regulation. See help text for list of industries)

DQ1.2 If you selected "Yes" above, please provide a detailed explanation of the company's involvement here.

---

### Disclosure Questionnaire: Practices

Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "True." If false, select "False."

True False

- Company formally registered in accordance with domestic regulations
- Company has not reduced or minimized taxes through the use of corporate shells or structural means
- Company is transparent in reporting corporate financials to government
- Company facilities are not located adjacent to or in sensitive ecosystems
- Company provides clean drinking water to employees at all times
- Company workers, company contractors, company subcontractors or day-workers are paid minimum wage or above
- Company keeps a signed contract of employment with each worker
- Company or company supplier does not employ workers under the age of 15 (or other minimum work age covered by the International Labour Organization Convention No. 138 ) and company keeps personnel records that include evidence of the date of birth of each
- Overtime work for hourly workers is voluntary (not compulsory)
- Company provides payslips or equivalent to all workers to clearly show how wages are calculated and any deductions made
- Company or company suppliers do not use any workers who are prisoners
- Company allows workers to freely associate and to bargain collectively for the terms of one's employment
- Company allows workers to freely leave the site during non-working hours or at the end of their shift (including workers who live on site)
- Company does not keep workers' original Id Cards/Passports
- No animal testing conducted

DQ2.2 If you selected "False" above, please provide a detailed explanation of the company's engagement in these practices here.

---

## Disclosure Questionnaire: Outcomes

Please indicate if the following statements are true regarding if the company has experienced any of the following in the past 5 years. Check all that apply. If the statement is true, select "True." If false, select "False."

True	False	Don't know	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Company and Significant Suppliers have not had an operational or on-the-job fatality
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Company and Significant Suppliers' sites have not experienced any accidental discharges to air, land or water of hazardous substances
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	No construction or operation of company and Significant Suppliers' facilities resulted in physical resettlement or economic displacement involving 5,000 or more people near your facility
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	No material recalls due to quality control issues
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	No material litigation against company
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Company has not filed for bankruptcy
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	No construction or operation of company and Significant Suppliers involved large scale land acquisition
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	No construction or operation of company and Significant Suppliers involved large scale land conversion and/or degradation
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	No construction or operation of company and Significant Suppliers involved the construction or refurbishment of dams

DQ3.2 If you selected "False" above, please provide a detailed explanation of the company's experience related to the above statement here.

---

## Disclosure Questionnaire: Penalties

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

Yes	No	
<input type="radio"/>	<input type="radio"/>	Diversity and equal opportunity
<input type="radio"/>	<input type="radio"/>	Employee safety or workplace conditions
<input type="radio"/>	<input type="radio"/>	Environmental issues
<input type="radio"/>	<input type="radio"/>	Financial reporting
<input type="radio"/>	<input type="radio"/>	Geographic operations or international affairs
<input type="radio"/>	<input type="radio"/>	Investments or Loans
<input type="radio"/>	<input type="radio"/>	Labor issues (internal and supply chain)
<input type="radio"/>	<input type="radio"/>	Marketing
<input type="radio"/>	<input type="radio"/>	Political contributions
<input type="radio"/>	<input type="radio"/>	Product safety
<input type="radio"/>	<input type="radio"/>	Taxes
<input type="radio"/>	<input type="radio"/>	Animal welfare
<input type="radio"/>	<input type="radio"/>	Bribery, fraud or corruption

DQ4.2 If you selected "Yes" above, please provide a detailed explanation of the complaint/fine/sanction here.