QUESTIONNAIRE GUIDEBOOK

COMMUNICATION ON PROGRESS

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United Nations
Global Compact

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FOREWORD

As we strive toward a sustainable future, corporate transparency and objective reporting have become increasingly important for advancing the Ten Principles, the Sustainable Development Goals and the Paris Climate Agreement. Now, more than ever, we must pair our ambitions with accountability mechanisms to form the foundation of change. With our enhanced Communication on Progress, we can build on the progress that our participant companies have made so far and drive accelerated and ambitious action.

The enhanced Communication on Progress supports decision-making processes and helps businesses measure progress in a standardized way. The survey facilitates learning, reputation, transparency, recognition and comparability. The questions are designed to instill inspiration for what should come next, while the complementary data platform allows participants to track progress over time and benchmark against peer companies.

This guide aims to support our business participants in answering the questionnaire, while incentivizing increased learning and progress. When crafting the questionnaire, we selected questions that get to the heart of the problems and solutions before us. These questions address 1) the governance frameworks, policies and processes that must be implemented in order to create transformational change on social and environmental issues, and 2) tangible outcomes tracked through quantitative metrics. Where possible, questions align with relevant existing sustainability reporting frameworks and key UN guidance, such as the UN Guiding Principles on Business and Human Rights.

The enhanced Communication on Progress was developed with input from more than 70 organizations including UN entities, participating businesses, governments, investors, and civil society. We are grateful to everyone who contributed to this groundbreaking effort.

With tens of thousands of companies reporting consistently and transparently on an annual basis, the UN Global Compact's enhanced Communication on Progress has unlimited potential to increase corporate ambition on sustainability and truly unite business for a better world.

Sincerely,
Sanda Ojiambo
CEO and Executive Director, UN Global Compact

INTRODUCTION: THE ENHANCED COMMUNICATION ON PROGRESS

The Communication on Progress is the primary mechanism for participating companies to demonstrate progress made against the Ten Principles of the UN Global Compact and the Sustainable Development Goals (SDGs). Updates to the Communication on Progress introduced in 2022, and effective for all participants in 2023, are in line with the UN Global Compact mission "to mobilize a global movement of sustainable companies and stakeholders to create the world we want."[1] Over 14,000 companies in more than 160 countries are committed to showing progress in these areas.[2]

The enhanced Communication on Progress requires the submission of a statement by the Chief Executive Officer expressing continued support for the UN Global Compact and the completion of an online questionnaire containing questions on corporate actions related to the Ten Principles and the SDGs (see the Policy of the Communication on Progress for more information). Both elements can be completed and submitted on the UN Global Compact website during the annual submission period, 1 February through 31 May.

The enhanced Communication on Progress questionnaire discloses progress made toward the Ten Principles and SDGs in light of governance, human rights, labour, environment and anti-corruption. This standardized questionnaire allows participants to:

■ Build credibility and brand value by showing their commitment to corporate sustainability, the Ten Principles and the SDGs.

■ Measure and demonstrate progress on the Ten Principles in a consistent and harmonized way.

■ Receive insight, learn and continuously improve performance. The new platform will provide technical help, resources and guidance at every step, while also helping to identify gaps and set goals to improve sustainability performance year over year.

■ Compare progress against peers with access to one of the largest sources of free, public and comparable corporate sustainability data.

This guidebook is designed to help UN Global Compact participants answer the questionnaire of the Communication on Progress. It includes the rationale behind each question, calculation methodology where applicable and indexes linking each question to relevant global reporting frameworks (e.g., Global Reporting Initiative), the Ten Principles of the UN Global Compact and SDG targets. Additionally, it includes an extensive glossary of specific terms and lists relevant resources businesses can consult to learn more about the topics addressed in each question. This technical guidance is a working document that will be reviewed and updated on a regular basis.

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ABOUT THE QUESTIONNAIRE

Structure of the Questionnaire

The Communication on Progress has evolved to meet the increasing demand by stakeholders of the UN Global Compact for consistent and reliable corporate sustainability reporting. The format was changed to a questionnaire to be more quantifiable and comparable enabling companies to easily track progress and compare performance with peers. Each question aligns with major global reporting frameworks such as the Global Reporting Initiative (GRI), Carbon Disclosure Project (CDP), and International Standards of Accounting and Reporting (ISAR) in order to facilitate robust disclosure without adding to an already crowded sustainability reporting landscape. Additionally, the questions align with the UN Guiding Principles on Business and Human Rights (UNGPs).

The questionnaire of the Communication on Progress is organized into five sections. The first section, Governance, provides a cross-cutting overview of companies' sustainability governance structure. It addresses the process and policies that demonstrate companies' commitment to progress, efforts taken to prevent negative social and environmental impact, performance indicators, and remediation and reporting mechanisms to address grievances and reflect on lessons learned.

The other four sections—Human Rights, Labour, Environment and Anti-Corruption—survey companies' performance with respect to the Ten Principles of the UN Global Compact. Similar to the Governance section, these questions follow a parallel structure and determine whether companies' commitment, prevention, performance, and remediation and reporting are aligned. Two sections—Human Rights and Environment—contain additional nuance. The Human Rights section provides companies the opportunity to select material topics for disclosure. Subsequent questions will only address the human rights issues salient to the business. Meanwhile, the Environment section includes curated sector-specific questions (e.g., on water and biodiversity), that are to be answered only by business participants operating in certain industries. In some instances, a company may be asked a question it considers immaterial, in which case it can select "Not applicable" and provide additional explanation. See Table 1 for the overarching structure and associated questions for ease of reference.

Table 1
Questions can be classified into one of five categories: Materiality, Commitment, Prevention, Performance, and Remediation and Reporting.

	Materiality	Commitment	Prevention	Performance	Remediation and Reporting
Governance (G)	N/A	G1 – G5	G6 – G7	G11 – G14	G8 – G10
Human Rights (HR)	HR1	HR2	HR3 – HR6	N/A	HR7 – HR8
Labour (L)	HR1*	L1	L2 – L5	L6-L11	L12 – L13
Environment (E)	E11	E1	E2 – E5	E6-E10, E12-E20 select sectors	E21
Anti-Corruption (AC)		AC1 – AC2	AC3 – AC4	AC5	AC6 – AC8

Note: G = Governance, HR = Human Rights, L = Labor, E = Environment, AC = Anti-corruption. Text included in each box references specific questions in the survey. For example, the first question in the governance section is labeled G1.

About the Questions

- Each question in this questionnaire is meaningful. The questions address governance, human rights, labour, environment and anti-corruption issues that are relevant to business participants regardless of their size, sector or geography.

- The questions are feasible for all companies to answer. They are not overly complex and the required data to answer them will generally be available for those companies already using established global sustainability reporting standards and/or are producing sustainability reports.

- The metrics are objective and do not need further interpretation. Companies can verify provided answers against concrete measurements (e.g., percentage of workers covered under collective bargaining).

- The topics of the questions are actionable, as they reflect concrete sustainability practices that companies can influence so that performance can be improved upon. The questionnaire helps track progress over time.

- The questions are comparable and include standardized choices and metrics with clear definitions, thus allowing participants to benchmark their progress against peer institutions.

The questionnaire contains questions in multiple choice, quantitative and narrative formats, with the majority of the questions structured as a multiple-choice matrix. The matrix questions have the least-performance answers on the left-hand side, and the best-performance answers on the right-hand side. This sort of framing allows businesses to rethink their strategy and operations in a way that is conducive to making strides toward their sustainability goals. This also makes it easier for companies to compare their performance in the different areas.

Every question has a "Please provide additional information" text box that provides a space for participants to include additional context for the selected answer. For most questions, the text box is optional. If one question does not apply or make sense to a company given its size, industry or special circumstances, the option "Not applicable" is presented. In cases where the company selects "Not applicable," providing a brief explanation in the text box is mandatory.

In a few cases, participants receive follow-up questions based on provided answers or select industries. The follow-up questions allow for a more in-depth understanding of progress made toward the Ten Principles.

GUIDANCE FOR COMMUNICATION ON PROGRESS

Each of the following sections in this document contains the details needed to answer every question in the Communication on Progress, presented as a table:

■ The first column, Question, contains the number and subject of the question in the Communication on Progress questionnaire.

■ The second column, Rationale and Calculation Guidance, contains details about each question. It explains why each question is being asked, why the topic addressed is relevant to advancing corporate sustainability and/or how the question should be interpreted. If it is a quantitative question, it also includes directions on how to perform the calculations. The UN Global Compact has highlighted the rationale and calculation methodology produced by reporting frameworks and standard setters.

■ The third column, Related Reporting Standards, provides a hyperlink to specific standards in existing reporting frameworks, if there are any. It is useful for companies that already report to the linked standard because they will have the information available to answer the question. In some cases, the linked standard provides additional guidelines for answering the question.

■ The last two columns of each table, Mapping to UN Global Compact Principles and Mapping to SDG Targets, map each of the questions to the relevant Principle of the UN Global Compact and targets of the SDGs. This shows which UN Global Compact Principles and SDG targets the action reflected in the question is helping advance. This last column is further complemented by an index to cross-reference the Communication on Progress questions with relevant SDG targets at the end of the guidebook.

Section 1 of the Questionnaire: Governance

Governance refers to the systems and processes in place that facilitate the effective strategy and operations of an entity.[1] Good governance includes legal compliance and also enables accountability, integrity, inclusivity and transparency—all of which are necessary for any structured organizational approach to sustainability. Given the importance and cross-cutting nature of governance, questions in this section span the other four sections: Human Rights, Labour, Environment, and Anti-Corruption.

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
G1: Board/ senior management engagement	Stakeholders, including investors, governments, civil society and other users of sustainability disclosures are interested in understanding the role an organization's board plays in overseeing sustainability-related issues, as well as management's role in assessing and managing those issues. Such information supports the evaluation of whether sustainability-related issues receive appropriate board and management attention. Source: Adapted from Recommendations of the TCFD, p. 19	GRI Disclosures 2-12, 2-14, 2-22 (2021)	Principle 1 Principle 7	5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7

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Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
G2: Publicly stated commitment	"Effecting change begins with the company's leadership. A public commitment by the chief executive, with support from the Board of Directors, is required to participate in the Global Compact. Leadership must send a strong signal throughout the organization that sustainability counts, and all responsibilities are important." Source: UN Global Compact, Guide to Corporate Sustainability, p. 9 There is a text box to provide a link or upload a document if the company has a publicly stated commitment, and/or to provide additional explanation if that is not the case.	GRI Disclosure 2-23 (2021)	Principle 1 Principle 7 Principle 10	8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7
G3: Code of conduct	Code of conduct illuminates company values and is a commitment to high standards of ethical conduct. Demonstrating a "good faith effort" to prevent illegal acts may reduce the financial risks associated with government fines for ethical misconduct. Source: NASDAQ, ESG Reporting Guide 2.0, p. 26	NASDAQ G6.1 GRI Disclosure 2-23 (2021)	Principle 1 Principle 7 Principle 10	5.2, 5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7
G4: Individual or group responsible	By appointing an Individual or group to be responsible for each topic, a business enterprise creates an accountability mechanism to enact environmental and social policies; enforce initiatives and evaluate and manage risk; and address negative impacts.	GRI Disclosure 2-13 (2021)	Principle 1 Principle 7 Principle 10	5.2, 5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7
G5: Formal structure	Formal structures provide leverage for companies to address social and environmental issues by providing well-established communication channels and processes for engagement. Recognizing "small and medium-sized enterprises may have less capacity as well as more informal processes and management structures than larger companies, so their respective policies and processes will take on different forms. Source: Guiding Principles on Business and Human Rights	GRI Disclosures 2-9, 2-13 (2021)	Principle 1 Principle 7 Principle 10	5.2, 5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
G6: Risk assessment processes	This question seeks to understand what processes are in place to identify social and environmental risks, with the end objective of guiding companies toward better performance. "As the visibility of business impacts on the planet grows and expectations of corporate responsibility extend along the value chain, the business risk associated with failing to demonstrate a good understanding of and response to [social and] environmental impacts is amplified." Source: The World Economic Forum In the Communication on Progress, "risk assessment" focuses on how sustainability issues affect a company and encompasses risks to the business including: financial risks, operational risks, transition risks, environmental risks, strategic risks, etc. This is distinct from a due diligence process which addresses potential and actual negative impacts on people and the environment.	GRI Disclosure 205-1 (2016)	Principle 1 Principle 7 Principle 10	5.2, 5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7
G6.1 Risk assessment detail	If "Yes, related to our own operations and entire value chain and other business relationships" is selected for question G6, the company will be asked to provide further detail about the types of relationships that are screened for operational risk. This is intended to provide further transparency about the nature of the organization's risk assessment.		Principle 1 Principle 7 Principle 10	5.2, 5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7
G7: Due diligence	"The purpose of due diligence is first and foremost to avoid causing or contributing to adverse impacts on people, the environment and society, and to seek to prevent adverse impacts directly linked to operations, products or services through business relationships. When involvement in adverse impacts cannot be avoided, due diligence should enable enterprises to mitigate them, prevent their recurrence and, where relevant, remediate them." Source: OECD Due Diligence Guidance for Responsible Business Conduct, p. 16 "Due diligence" here refers to a process focused on identifying, preventing, mitigating and accounting for how a company addresses adverse impacts on people and the environment; it differs from a risk assessment focused on addressing how sustainability issues may affect a company.	GRI Disclosures 2-12, 2-23-a-ii, 3-1, 3-3-d (2021)	Principle 1 Principle 7 Principle 10	5.2, 5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7
G7.1 Due diligence detail	If "Yes, related to our own operations and entire value chain and other business relationships" is selected for question G7, the company will be asked to provide further detail about the types of relationships that are included in the due diligence process. This is intended to provide further transparency about the nature of the organizations risk assessment.	GRI Disclosures 2-23-e, 3-1 (2021)	Principle 1 Principle 7 Principle 10	5.2, 5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
G8: Raising concerns about the company's conduct	"Effective internal reporting mechanisms help protect companies from the effects of misconduct—including legal liability, lasting reputational harm and serious financial losses. Such mechanisms enable staff to speak up about unethical or illegal conduct, fostering a corporate culture of trust and responsiveness. They provide real benefits to a company's culture, brand, value creation and growth." Source: Transparency, International, Internal Reporting Mechanisms for companies, p. 1 "Establishing an effective reporting system and a corresponding whistle-blower protection mechanism is thus recognized as one of the strongest measures for detecting wrongdoing at an early stage and enabling the rapid implementation of mitigation measures that may prevent the reported wrongdoing from becoming a large-scale corruption case or causing harm to stakeholders." Source: Adapted from UNODC's 'Guidelines To Enable Whistle-Blower Protection In The Health-Care Sector', p. x	Reporting Guidance on the 10th Principle Against Anti-Corruption – B3; GRI Disclosure 2-26 (2021)	Principle 1 Principle 3 Principle 7 Principle 10	5.2, 5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7
G8.1 Raising concerns about the company's conduct - Detail	"This disclosure identifies the mechanisms (e.g., whistleblowing procedures) in place to receive input on ethics topics and reports of potential issues, and the ways in which these mechanisms are managed or protected to encourage robust advice and reporting. Protected ethics advice and reporting mechanisms demonstrate an authentic intent by the board and management to explain and promote ethical and legal conduct and prevent unethical or illegal conduct. This disclosure was chosen for its universal applicability and allows for comparison and evaluation of board commitment to the oversight of ethical behaviour. Without a mechanism for employees and other key stakeholders to ask questions about or to report potential or actual unethical or unlawful behaviour, companies may miss opportunities to identify and mitigate underlying issues. Companies that encourage their stakeholders to provide feedback can respond more quickly to misconduct, build trust with their stakeholders and prevent harm to long-term value." Source: The World Economic Forum If "Other" is selected, please fill out the mandatory text box.	GRI Disclosure 2-26 (2021)	Principle 1 Principle 3 Principle 7 Principle 10	5.2, 5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7
G9: Remedy	"Even with the best policies and practices, a business enterprise may cause or contribute to an adverse environmental or social impact that it has not foreseen or been able to prevent. "Where a business enterprise identifies such a situation, whether through its due diligence process or other means, its responsibility to respect human rights requires active engagement in remediation, by itself or in cooperation with other actors. Operational-level grievance mechanisms for those potentially impacted by the business enterprise's activities can be one effective means of enabling remediation. Where adverse impacts have occurred that the business enterprise has not caused or contributed to, but which are directly linked to its operations, products or services by a business relationship, the responsibility to respect human rights does not require that the enterprise itself provide for remediation, though it may take a role in doing so. Some situations, in particular where crimes are alleged, typically will require cooperation with judicial mechanisms." Source: Guiding Principles on Business and Human Rights	GRI Disclosure 2-25 (2021)	Principle 1 Principle 7 Principle 10	5.2, 5.5, 8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
G10: Lessons	Businesses should document learnings to best understand if the sustainability and environmental policies are being implemented, if the company's actions are effective, where there may be opportunities to improve and to work toward continuous improvement. "Business enterprises should make particular efforts to track the effectiveness of their responses to impacts on individuals from groups or populations that may be at heightened risk of vulnerability or marginalization. Tracking should be integrated into relevant internal reporting processes. Business enterprises might employ tools they already use in relation to other issues. This could include performance contracts and reviews as well as surveys and audits, using gender-disaggregated data where relevant. Operational-level grievance mechanisms can also provide important feedback on the effectiveness of the business enterprise's due diligence process." Source: Adapted from Guiding Principles on Business and Human Rights	GRI Disclosure 3-3-e (2021)	Principle 1 Principle 7 Principle 10	
G11: Executive pay linked to sustainability performance	Linking sustainability performance to executive pay can: "a) align companies with societal expectations that do not directly link to share price, b) [extend] shareholder preferences beyond financial value creation, and c) [redirect a company's focus] onto their purpose—how they benefit society beyond just shareholder value. Action on sustainability can be strongly aligned with this purpose, and aligning executive pay with this may be a logical next step." Source: Harvard Law School "The incentives provided to board members and senior executives, and the way they are structured, can significantly reinforce or impede long-term value creation. Importantly, this disclosure requires the reporting organization to explicitly address how its approach to remuneration relates to the organization's economic, environmental, and social objectives. If remuneration is incongruent with long-term objectives, including a combination of commercial and societal value creation, it can undermine the ability of governance bodies to provide effective oversight. This disclosure is an important advanced indicator of board quality, providing detailed insight into the various mechanisms for remuneration and how they are applied. Disclosing how incentives for governing bodies are aligned to long-term value serves as a useful indication of the organization's ability to achieve that value. This level of disclosure provides valuable insight for external stakeholders in evaluating the alignment of different aspects of governance and fosters increased transparency and trust." Source: The World Economic Forum	CDP W6.4 2021; CDP F4.3a 2021; CDP C1.3a 2021; Nasdaq G3 2335 GRI Disclosure 2-19 (2021)	Principle 1 Principle 7 Principle 10	

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
G12: Board composition	"This indicator is expressed as the number of employees in each group divided by the total number of employees in a given reporting period. "This indicator should be calculated by taking into consideration the employee numbers at the end of the reporting period. Employee numbers may be expressed as head count or full time equivalent (FTE). The latter choice is especially recommended when an entity employs a substantial number of part-time staff. In any case, the approach chosen must be applied consistently between periods. "As a first step, it is necessary to express the total workforce of the reporting entity at the end of the reporting period either in terms of total headcount or FTE (denominator of the indicator). Then it is required to identify the number of employees in each of the indicated groups/positions to calculate the composition (as a percentage) of each one of them. "Information to calculate this indicator is typically found in human resources, information systems (employee records and payroll information available at the national or site level), which are normally managed by the human resources function." Source: GRI Disclosures 2-9 (2021), 405-1 (2016) Some dimensions of this question do not apply to all companies. For example, private companies do not typically have independent board members. In these cases, the company should report the percentage (e.g., 0%), and provide further details in the text box provided.	ISAR D.1.2. ISAR D.1.3. GRI Disclosures 2-9 (2021), 405-1 (2016)	Principle 1 Principle 6	5.5, 8.5, 8.7, 8.8, 16.7
G13: Sustainability reporting	"The current business model does not properly account for the effects of private activity on environmental and social impacts (or externalities). (…) The transformation of the private sector cannot be achieved without more transparency on the impact of companies on [sustainable development and] the SDGs." Source: Adapted from UN/DESA Policy Brief #99: Why does corporate sustainability reporting matter to rebuilding better?	Department of Economic and Social Affairs If "Other" is selected, please fill out the mandatory text box.	Nasdaq G9.1	Principle 1 Principle 7 Principle 10	8.1, 8.3, 8.5, 8.7, 8.8, 16.1, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
G14: Information assurance	Third-party assurance, in whole or in part, is used to better gauge the accuracy of the quality of data provided. This is particularly relevant for more complex quantitative metrics (e.g., GHG emissions) where a third-party certificate may signify high data quality and integrity. "Verification and assurance is good practice in (…) reporting as it ensures the quality of data and processes disclosed (…)." Source: CDP Furthermore, this question will help provide additional insight and transparency to the overall data set. If "Other" is selected, please fill out the mandatory text box.	CDP C10.1 2021; GRI Disclosure 2-5 (2021)	Principle 10	16.1, 16.6
G14.1 Information assurance detail	To further ensure integrity in the process, companies can choose to provide a statement of third-party assurance.	GRI Disclosure 2-5 (2021)	Principle 10	16.1, 16.6

Section 2 of the Questionnaire: Human Rights

Human rights are universal rights afforded to each person in "recognition of the inherent dignity and of the equal and inalienable rights of all members of the human family" which form the "foundation of freedom, justice, and peace in the world," as expressed in the Universal Declaration of Human Rights (1948). The first two of the Ten Principles of the UN Global Compact are derived from this Declaration. They state:

■ Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and

■ Principle 2: make sure that they are not complicit in human rights abuses.

In upholding these principles, businesses demonstrate that they understand they have a minimum responsibility to respect human rights and address negative impacts related to their business operations. Beyond mitigating negative impacts, companies play an instrumental role in fostering an environment that supports diversity and inclusion, monitoring and upholding human rights across the value chains, ensuring vulnerable and marginalize populations are not left behind and promoting positive change within society at large.

The questions in the human rights section aim to better understand what human rights topics are the most important to each organization, the policies and processes established to mitigate negative impacts and the steps taken to advance human rights at an organizational and societal level.

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
HR1: Material issues	In this section, companies can select the human rights topics that are material to their business. "Material topics are topics that represent the organization's most significant impacts on the economy, environment, and people, including impacts on their human rights." Source: GRI 3: Material Topics 2021 For guidance on how to determine material topics please see GRI Disclosure 3-2 (2021) Labour rights issues (freedom of association and the effective recognition of the right to collective bargaining, child labour, forced labour, non-discrimination in respect of employment and occupation, occupational safety and health, and working conditions such as wages and working hours) are a subset of human rights and, for completeness, were included in this question. Regardless of the labour topics being selected as material in this question, all companies will be asked to provide additional details about these labour rights issues in the next section (L.1 and following). For the other human rights issues selected as material in this question, seven subsequent questions will be asked to further clarify activities related to material human rights.	GRI Disclosure 3-2 (2021)	Principle 1 Principle 2	1.1, 1.2, 1.3, 1.4, 1.5, 1.a, 1.b, 2.1, 2.3, 2.5, 2.a., 2.c., 4.1, 4.4, 4.5, 4.7, 5.1, 5.2, 5.4, 5.6, 6.1, 6.2, 8.7, 8.8, 9.1, 10.2, 10.3, 10.7, 11.1, 16.1, 16.2, 16.3
HR2: Policy	A policy specific to material human rights helps companies identify and manage risks, mitigate negative impacts and structure a response for incidents by providing a structured process to address these issues. The organization should report "No, and we have no plans to develop a policy" or "No, but we plan to in the next two years" if the topic is material to the company but a policy has not yet been created. The disclosure does not require the organization to develop or implement a policy. If a company selects "Yes, included within a broader policy" or "Yes, articulated as a stand-alone policy," the organization will be asked to answer question E2.1 to provide further details about the policy and to provide the date the policy was last updated. Additionally, they are to provide a link or supporting document if the company has a policy commitment, or otherwise provide additional explanation.	GRI Disclosures 2-23-a-iv, 2-23-b, 3-3-c (2021)	Principle 1 Principle 2	1.1, 1.2, 1.3, 1.4, 1.5, 1.a, 1.b, 2.1, 2.3, 2.5, 2.a., 2.c., 4.1, 4.4, 4.5, 4.7, 5.1, 5.2, 5.4, 5.6, 6.1, 6.2, 8.7, 8.8, 9.1, 10.2, 10.3, 10.7, 11.1, 16.1, 16.2, 16.3

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
HR2.1: Policy details	"As the basis for embedding their responsibility to respect human rights, business enterprises should express their commitment to meet this responsibility through a statement of policy that: (a) Is approved at the most senior level of the business enterprise; (b) Is informed by relevant internal and/or external expertise; (c) Stipulates the enterprise's human rights expectations of personnel, business partners and other parties directly linked to its operations, products or services; (d) Is publicly available and communicated internally and externally to all personnel, business partners and other relevant parties; (e) Is reflected in operational policies and procedures necessary to embed it throughout the business enterprise." Source: Guiding Principles on Business and Human Rights Drawing from this statement, this question aims to present further detail on the nature of the organization's human rights policies in a structured and transparent manner.	GRI Disclosures 2-23-c, 2-23-d, 2-23-e (2021)	Principle 1 Principle 2	1.1, 1.2, 1.3, 1.4, 1.5, 1.a, 1.b, 2.1, 2.3, 2.5, 2.a., 2.c., 4.1, 4.4, 4.5, 4.7, 5.1, 5.2, 5.4, 5.6, 6.1, 6.2, 8.7, 8.8, 9.1, 10.2, 10.3, 10.7, 11.1, 16.1, 16.2, 16.3
HR3: Stakeholder engagement	Stakeholder engagement enhances outcomes on human rights topics by incorporating a broader set of perspectives on an issue and is a key part of due diligence and risk assessment processes. Organizations should strive to "understand the specific impacts on specific people, given a specific context of operations. Typically, this includes assessing the human rights context prior to a proposed business activity, where possible; identifying who may be affected; cataloguing the relevant standards and issues; and projecting how the proposed activity and associated business relationships could have adverse human rights impacts on those identified. In this process, business enterprises should pay special attention to any particular impacts on individuals from groups or populations that may be at heightened risk of vulnerability or marginalization, and bear in mind the different risks that may be faced by women and men. "To enable business enterprises to assess their impacts accurately, they should seek to understand the concerns of potentially affected stakeholders by consulting them directly in a manner that takes into account language and other potential barriers to effective engagement. In situations where such consultation is not possible, business enterprises should consider reasonable alternatives such as consulting credible, independent expert resources, and others from civil society." Source: Guiding Principles on Business and Human Rights	GRI Disclosures 3-1-b, 3-3-f (2021)	Principle 1 Principle 2	1.1, 1.2, 1.3, 1.4, 1.5, 1.a, 1.b, 2.1, 2.3, 2.5, 2.a., 2.c., 4.1, 4.4, 4.5, 4.7, 5.1, 5.2, 5.4, 5.6, 6.1, 6.2, 8.7, 8.8, 9.1, 10.2, 10.3, 10.7, 11.1, 16.1, 16.2, 16.3

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
HR4: Prevention/ mitigation	Once a company has established a policy and conducted appropriate risk and impact assessments, it should "take the necessary steps to cease or prevent impact. If the business enterprise has leverage to prevent or mitigate the adverse impact, it should exercise it. And if it lacks leverage there may be ways for the enterprise to increase it. Leverage may be increased by, for example, offering capacity-building or other incentives to the related entity, or collabourating with other actors." Source: Adapted from Guiding Principles on Business and Human Rights In this question, the organization can select curated responses around capacity building and action plans, or it can select "other" to provide a custom response. If the organization selects "other," it will be prompted to provide additional information.	GRI Disclosure 3-3-d (2021)	Principle 1 Principle 2	1.1, 1.2, 1.3, 1.4, 1.5, 1.a, 1.b, 2.1, 2.3, 2.5, 2.a., 2.c., 4.1, 4.4, 4.5, 4.7, 5.1, 5.2, 5.4, 5.6, 6.1, 6.2, 8.7, 8.8, 9.1, 10.2, 10.3, 10.7, 11.1, 16.1, 16.2, 16.3
HR5: Training	"This disclosure gives insight into how the organization embeds its policy commitments for responsible business conduct, including the commitment to respect human rights, throughout its activities and business relationships. This ensures that people at all levels act responsibly and with awareness of and respect for human rights." Source: GRI Disclosure 3-3-d (2021) Organizations may respond with "other" in order to customize this response, and will be prompted to provide further explanation.	GRI Disclosure 3-3-d (2021)	Principle 1 Principle 2	1.1, 1.2, 1.3, 1.4, 1.5, 1.a, 1.b, 2.1, 2.3, 2.5, 2.a., 2.c., 4.1, 4.4, 4.5, 4.7, 5.1, 5.2, 5.4, 5.6, 6.1, 6.2, 8.7, 8.8, 9.1, 10.2, 10.3, 10.7, 11.1, 16.1, 16.2, 16.3

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
HR6: Prevention/ mitigation progress assessment	"Tracking the effectiveness of its actions is necessary for an organization to learn if its policies and processes are being implemented optimally. It is also necessary for knowing if it has responded effectively to its impacts and to drive continuous improvement." Source: GRI Disclosure 3-3-e 2021 Organizations may respond with "other" in order to customize this response, and will be prompted to provide further explanation.	GRI Disclosure 3-3-e 2021	Principle 1 Principle 2	1.1, 1.2, 1.3, 1.4, 1.5, 1.a, 1.b, 2.1, 2.3, 2.5, 2.a., 2.c., 4.1, 4.4, 4.5, 4.7, 5.1, 5.2, 5.4, 5.6, 6.1, 6.2, 8.7, 8.8, 9.1, 10.2, 10.3, 10.7, 11.1, 16.1, 16.2, 16.3
HR7: Remedy	"Even with the best policies and practices, a business enterprise may cause or contribute to an adverse environmental or social impact that it has not foreseen or been able to prevent. "Where a business enterprise identifies such a situation, whether through its due diligence process or other means, its responsibility to respect human rights requires active engagement in remediation, by itself or in cooperation with other actors. Operational-level grievance mechanisms for those potentially impacted by the business enterprise's activities can be one effective means of enabling remediation. Where adverse impacts have occurred that the business enterprise has not caused or contributed to, but which are directly linked to its operations, products or services by a business relationship, the responsibility to respect human rights does not require that the enterprise itself provide for remediation, though it may take a role in doing so. Some situations, in particular where crimes are alleged, typically will require cooperation with judicial mechanisms." Source: Guiding Principles on Business and Human Rights These are simple yes or no questions, but they offer companies the option to select "choose to not disclose." If a company chooses not to disclose, it will be prompted to provide an explanation.	GRI Disclosure 3-3-d-ii (2021)	Principle 1 Principle 2	1.1, 1.2, 1.3, 1.4, 1.5, 1.a, 1.b, 2.1, 2.3, 2.5, 2.a., 2.c., 4.1, 4.4, 4.5, 4.7, 5.1, 5.2, 5.4, 5.6, 6.1, 6.2, 8.7, 8.8, 9.1, 10.2, 10.3, 10.7, 11.1, 16.1, 16.2, 16.3

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
HR8: Practical actions	This open section is for companies to provide further context and/or relevant information not covered in the questions, including recent activities or any challenges they faced.	GRI Disclosures 3-3-c and 3-3-d (2021)	Principle 1 Principle 2	1.1, 1.2, 1.3, 1.4, 1.5, 1.a, 1.b, 2.1, 2.3, 2.5, 2.a., 2.c., 4.1, 4.4, 4.5, 4.7, 5.1, 5.2, 5.4, 5.6, 6.1, 6.2, 8.7, 8.8, 9.1, 10.2, 10.3, 10.7, 11.1, 16.1, 16.2, 16.3

Additional Resources on Human Rights

Topic	Resource Title
Human rights (general)	UN Global Compact, OHCHR, Shift. "E-Learning Course on Business and Human Rights: How Companies Can Operationalize the UN Guiding Principles." (2021)
	UN Global Compact, OHCHR: Human Rights Translated 2.0
	Human Rights: The Foundation of Sustainable Business
	The SME Compass
	OECD, Due Diligence Guidance for Responsible Business
	CSR Risk Check
	OHCHR: The Corporate Responsibility To Respect Human Rights
Access to culture	UNESCO - Right to participate in cultural life

Access to water and sanitation	Resolution adopted by the Human Rights Council on 6 October 2020: The human rights to safe drinking water and sanitation Goal 6: Ensure access to water and sanitation for all Pacific Institute, Shift, UN Global Compact. Guidance for Companies on Respecting the Human Rights to Water and Sanitation: Bringing a Human Rights Lens to Corporate Water Stewardship. (2015)
Digital security/privacy	Shift. "Red Flag 16. Using data such that privacy and other rights are undermined." (2021) OHCHR and privacy in the digital age OECD: Digital security and privacy
Rights of Indigenous peoples	The Business Reference Guide to the UN Declaration on the Rights of Indigenous Peoples United Nations, State of the World's Indigenous Peoples IWGIA and ILO, The Impact of COVID-19 on Indigenous Communities: Insights from the Indigenous Navigator IFC, Stakeholder Engagement: A Good Practice Handbook for Companies Doing Business in Emerging Markets IFC, Investing in People: Sustaining Communities through Improved Business Practice DIHR, Respecting the Rights of Indigenous Peoples: A Due Diligence Checklist for Companies IWGIA, Interpreting the UN Guiding Principles for Indigenous Peoples UNDP, Standard 6: Indigenous Peoples ILO, Excerpts from Reports and Comments of the ILO Supervisory Bodies: Applying the Indigenous and Tribal Peoples Convention, 1989 (No. 169) United Nations Declaration on the Rights of Indigenous Peoples UN Global Compact. Indigenous Peoples' Rights and the Role of Free, Prior and Informed Consent (2014)
Rights of refugees and migrants	ILO – The Migrant Pay Gap: Understanding Wage Differences between Migrants and Nationals Interfaith Centre on Corporate Responsibility (ICCR) – Best Practice Guidance on Ethical Recruitment of Migrant Workers Verité – Fair Hiring Toolkit Fair Labour Association – Triple Discrimination: Woman, Pregnant and Migrant, Preventing Pregnancy Discrimination among Temporary Migrant Workers, Lessons for Malaysia, Taiwan and Thailand BSR – Migrant Worker Management Toolkit: A Global Framework ILO – For Women, by Women: Guidance and Activities for Building Women Migrant Workers' Network OHCHR - Principles and guidelines on the human rights protection of migrants in vulnerable situations

Section 3 of the Questionnaire: Labour

Companies need to respect, uphold and promote adherence to fundamental and universally accepted labour rights across their own operations and value chains. The four labour Principles of the UN Global Compact are derived from the 1998 ILO Declaration on Fundamental Principles and Rights at Work:

- Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining.

- Principle 4: the elimination of all forms of forced and compulsory labour;

- Principle 5: the effective abolition of child labour; and

- Principle 6: the elimination of discrimination in respect of employment and occupation.

Respect for workers' rights and compliance with labour standards are the foundation of decent work. Decent work is defined by ILO as "productive work for women and men in conditions of freedom, equity, security and human dignity." Companies are under increasing pressure to conduct due diligence on human rights issues in their own operations and with business partners in their supply chains. Labour rights have become a critical component and crucial pillar of any due diligence process.

First and foremost, enterprises contribute to sustainable development and the achievement of SDG targets by respecting workers' rights and contributing to decent work priorities through their day-to-day operations and investments. Advancing decent work and raising living standards of all workers will require all companies to adopt sustainable, responsible and inclusive workplace practices, and for companies with supply chains to use their leverage to contribute to the realization of decent work.

The structure of the labour section parallels the human rights section; it includes questions about the policies and processes established to mitigate negative impacts, and the steps taken to advance human rights at an organizational and societal level. This section also asks outcome-based questions about topics such as gender diversity, equal pay and worker health and safety.

Please note, while most of this section is centered around the four labour principles, if "working conditions (wage, working hours)" is selected by the company in HR1 as a material human right topic, it will also be addressed in this section.

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
L1: Policy	A policy specific to labour rights helps companies identify and manage risks, mitigate negative impacts and structure a response for incidents by providing a process to address these issues. The organization should report "No, and we have no plans to develop a policy" or "No, but we plan to in the next two years" if the policy has not yet been created. If a company selects "Yes, included within a broader policy" or "Yes, articulated as a stand-alone policy," the organization will be asked to answer question L1.1 to provide further detail about the policy and to provide the date the policy was last updated. Additionally, they are to provide a link or supporting document if the company has a policy commitment, and if not, provide additional explanation. An organization can also select the option "Not applicable" if the topic is not material to the business. If "Not applicable" is selected, the company will be asked to provide further explanation.	GRI Disclosure 3-3-c (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018)	Principle 3 Principle 4 Principle 5 Principle 6	1.2, 1.3, 1.4, 1.5, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.1, 4.2, 4.3, 5.1, 5.4, 5.5, 8.3, 8.5, 8.6, 8.7, 8.8, 9.2, 10.1, 10.2, 10.3, 10.4

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
L1.1 Policy detail	"As the basis for embedding their responsibility to respect labour rights, business enterprises should express their commitment to meet this responsibility through a statement of policy that: (a) Is approved at the most senior level of the business enterprise; (b) Is informed by relevant internal and/or external expertise; (c) Stipulates the enterprise's labour rights expectations of business partners and other parties directly linked to its operations, products or services; (d) Is publicly available and communicated internally and externally to all personnel, business partners and other relevant parties; (e) Is reflected in operational policies and procedures necessary to embed it throughout the business enterprise." Source: Guiding Principles on Business and Human Rights Drawing from this statement, this question seeks further detail on the nature of the organization's labour rights policies in a structured and transparent manner.	ILO C155 - Occupational Safety and Health Convention 1981 (No. 155); GRI Disclosures 2-23-c, 2-23-d, 2-23-e (2021)	Principle 3 Principle 4 Principle 5 Principle 6	1.2, 1.3, 1.4, 1.5, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.1, 4.2, 4.3, 5.1, 5.4, 5.5, 8.3, 8.5, 8.6, 8.7, 8.8, 9.2, 10.1, 10.2, 10.3, 10.4
L2: Stakeholders	Engagement with affected stakeholders or their legitimate representatives enhances outcomes on labour rights issues, as it is a key part of due diligence and risk assessment processes. Organizations should strive to "understand the specific impacts on specific people, given a specific context of operations. Typically, this includes assessing the context prior to a proposed business activity, where possible; identifying who may be affected; cataloguing the relevant standards and issues; and projecting how the proposed activity and associated business relationships could have adverse impacts on those identified. In this process, business enterprises should pay special attention to any particular impacts on individuals from groups or populations that may be at heightened risk of vulnerability or marginalization, and bear in mind the different risks that may be faced by women and men. To enable business enterprises to assess their impacts accurately, they should seek to understand the concerns of potentially affected stakeholders by consulting them directly in a manner that takes into account language and other potential barriers to effective engagement. In situations where such consultation is not possible, business enterprises should consider reasonable alternatives such as consulting credible, independent expert resources, and others from civil society." Source: Adapted from Guiding Principles on Business and Human Rights Organizations can select "Not applicable" in instances where this labour issue is not material to the organization. For example, child labour may not be a material issue for a professional services firm. Companies that select "Not applicable" will be prompted to provide additional information.	GRI Disclosures 3-1-b and 3-3-f (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018)	Principle 3 Principle 4 Principle 5 Principle 6	1.2, 1.3, 1.4, 1.5, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.1, 4.2, 4.3, 5.1, 5.4, 5.5, 8.3, 8.5, 8.6, 8.7, 8.8, 9.2, 10.1, 10.2, 10.3, 10.4

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
L3: Prevention	Once a company has established a policy and conducted appropriate risk and impact assessments, it should "take the necessary steps to cease or prevent the impact." If the business enterprise has leverage to prevent or mitigate the adverse impact, it should exercise it. And if it lacks leverage, there may be ways for the enterprise to increase it. Leverage may be increased by, for example, offering capacity-building or other incentives to the related entity, or collabourating with other actors." Source: Adapted from Guiding Principles on Business and Human Rights In this question, the organization can select curated responses around capacity building and action plans, or select "other" to provide a custom response. If the organization selects "other," it will be prompted to provide additional information.	GRI Disclosure 3-3-d (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018)	Principle 3 Principle 4 Principle 5 Principle 6	1.2, 1.3, 1.4, 1.5, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.1, 4.2, 4.3, 5.1, 5.4, 5.5, 8.3, 8.5, 8.6, 8.7, 8.8, 9.2, 10.1, 10.2, 10.3, 10.4
L4: Training	"This disclosure gives insight into how the organization embeds its policy commitments for responsible business conduct, including the commitment to respect human rights [and labour rights], throughout its activities and business relationships. This ensures that people at all levels act responsibly and with awareness of and respect for human rights [and labour rights]." Source: GRI 2-24 Organizations can select "Not applicable" in instances where this labour issue is not material to the organization. For example, child labour may not be a material issue for a professional services firm. Companies that select "Not applicable" will be prompted to provide additional information.	GRI Disclosure 3-3-d (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018)	Principle 3 Principle 4 Principle 5 Principle 6	1.2, 1.3, 1.4, 1.5, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.1, 4.2, 4.3, 5.1, 5.4, 5.5, 8.3, 8.5, 8.6, 8.7, 8.8, 9.2, 10.1, 10.2, 10.3, 10.4
L5: Prevention/ mitigation progress assessment	"Tracking the effectiveness of its actions is necessary for an organization to learn if its policies and processes are being implemented optimally. It is also necessary for knowing if it has responded effectively to its impacts and to drive continuous improvement." Source: GRI Disclosure 3-3-e (2021) Organizations may respond with "other" in order to customize this response, and will be prompted to provide further explanation.	GRI Disclosure 3-3-e (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018)	Principle 3 Principle 4 Principle 5 Principle 6	1.2, 1.3, 1.4, 1.5, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.1, 4.2, 4.3, 5.1, 5.4, 5.5, 8.3, 8.5, 8.6, 8.7, 8.8, 9.2, 10.1, 10.2, 10.3, 10.4

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
L6: Collective bargaining agreements	This standard is based on the Collective Bargaining Convention, 1981 (No. 154) by ILO and asks organizations to report the percentage of employees covered by collective agreements. It should be calculated by taking the ratio of employees covered by collective agreements to the total number of employees of the reporting entity. Organizations can use either employees or full-time equivalents (FTEs), and should report this metric for the end of the reporting period. For further guidance on calculation methodology, please see: ISAR C.4.1. In alignment with GRI 102-41, "This disclosure asks for the percentage of employees covered by collective bargaining agreements. It does not ask for the percentage of employees belonging to trade unions. Collective bargaining refers to all negotiations which take place between one or more employers or employers' organizations, on the one hand, and one or more workers' organizations (trade unions), on the other, for determining working conditions and terms of employment or for regulating relations between employers and workers. Therefore, a collective bargaining agreement represents a form of joint decision-making concerning the organization's operations. Collective agreements can be made at various levels and for categories and groups of workers. Collective agreements can be at the level of the organization; at the industry level, in countries where that is the practice; or at both." Source: ISAR | UNCTAD, GRI 102-41	ISAR C.4.1; GRI 102-41	Principle 3	8.5

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
L7: Trade union or other worker's organization	"The right to form and to join trade unions for the protection of his interests" is an internationally recognized human right (Article 23 of the Universal Declaration on Human Rights). Freedom of association implies a respect for the right of all employers and all workers to freely and voluntarily establish and join groups for the promotion and defense of their occupational interests. Workers and employers have the right to set up, join and run their own organizations without interference from the State or any another entity. Employers should not interfere in workers' decision to associate, try to influence their decision in any way or discriminate against either those workers who choose to associate or those who act as their representatives. The right of workers to bargain freely with employers is an essential element to freedom of association. Collective bargaining is a voluntary process through which employers and workers discuss and negotiate their relations, in particular, terms and conditions of work. Participants include employers themselves or their organizations, and trade unions or, in their absence, representatives freely designated by the workers.

"A trade union is defined as a workers' organization constituted for the purpose of furthering and defending the interests of workers.

"Employees refer to wage and salaried workers as defined by the International Classification of Status in Employment (ICSE-93). Employees are all those workers who hold 'paid employment jobs.' These are jobs where the incumbents hold explicit (written or oral) or implicit employment contracts which give them a basic remuneration that is not directly dependent upon the revenue of the unit for which they work (this unit can be a corporation, a non-profit institution, a government unit or a household).

"Percentage of employees in a trade union or other workers' organization = Number of employee union members divided by total number of employees expressed as a percentage."
Source: Indicator description: Industrial relations - ILOSTAT | | Principle 3 | 8.5 |

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
L8: Gender	This indicator aims to understand the gender gaps at the highest level of leadership within a company. It is expressed as "the number of women in managerial positions, [specifically senior leadership levels and members of the non-executive board] divided by the total number of employees in a given reporting period." (ISAR C.1.1) Organizations can use either employees or full-time equivalents (FTEs), and should report this metric for the end of the reporting period. Identification of managerial roles should align with internal job classifications and check lists, and/or occupational classification system endorsed by the Meeting of Experts in Labour Statistics (International Standard Classification of Occupations, 2008 (ISCO). For further guidance on calculation methodology, please see: ISAR C.1.1. Potential sources of information: "Information to calculate this indicator is typically found in human resources information systems (employee records and payroll information available at the national or site level). Many entities use specialized software (human resource software) for collecting and elaborating information regarding employees, including the other data that are necessary to calculate this indicator. The software and the related information flows are normally managed by the human resources function. If an equal opportunity committee exists, important information could also be found in the minutes of the committee's meetings." (ISAR C.1.1) Source: ISAR | UNCTAD A company can choose to select "unknown" if it does not track women in management positions.	ISAR C.1.1	Principle 6	1.2, 1.4, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.3, 5.1, 5.4, 5.5, 8.5

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
L9: Pay equity	"Promoting equal pay for work of equal value, or pay equity, is a fundamental right at work, that is enshrined in the Equal Remuneration Convention (1951 (No. 100)), among the widest ratified of ILO Conventions." (ILO - C100 - Equal Remuneration Convention, 1951 (No. 100)) For each job level or category, companies are to calculate the ratio of gross hourly earnings paid to female and male employees, and report the average ratio of earnings across job categories as a percent. Aligned with ILO Convention No.100 the term basic salary includes the ordinary, basic or minimum wage or salary and any additional emoluments whatsoever payable directly or indirectly, whether in cash or in kind, by the employer to the worker and arising out of the worker's employment. Source: GRI Disclosure 405-2 (2016) Companies can choose to select "unknown" if the incident rate is not measured. Furthermore, companies can select "choose to not disclose." If a company chooses not to disclose, it will be prompted to provide an explanation.	GRI Disclosure 405-2 (2016)	Principle 6	1.2, 1.4, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.3, 5.1, 5.4, 5.5, 8.5

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
L10: Injury frequency	This indicator is related to the number of injuries during the reporting period. Data on work-related injuries is a measure of the extent of harm suffered by workers; it is not a measure of safety. In alignment with GRI 403-9, "types of work-related injury can include death, amputation of a limb, laceration, fracture, hernia, burns, loss of consciousness, and paralysis, among others. Injuries involving members of the public as a result of a work-related incident are not included in this disclosure" The frequency rate is calculated in the following way: Number of recordable work-related injuries / total number of hours worked by workers in the reporting period. Source: ISAR C.3.2 Companies can choose to select "unknown" if the incident rate is not measured. Furthermore, companies can select "choose to not disclose." If a company chooses not to disclose, it will be prompted to provide an explanation.	ISAR C.3.2; GRI Disclosure 403-9 (2018)	Principle 3 Principle 4 Principle 5 Principle 6	1.2, 1.4, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
L11: Incident rate	"This indicator is related to the number of work days lost due to occupational accidents, injuries and diseases during the reporting period. It suggests the effectiveness of an entity's employee health and safety policy and its ability to build a healthy, safe and productive work environment. "In calculating this indicator, lost days should be regarded as time off work by workers affected by occupational accidents, injuries and diseases. In other words, these are days that could not be worked, and are thus lost, as a consequence of workers being unable to perform their usual job because of an occupational accident, injury or disease. "The incident rate is calculated in the following way: Total number of lost days expressed in terms of number of hours / total number of hours worked by workers in the reporting period. "When calculating lost days, the entity needs to specify whether 'days' means 'calendar days' or 'scheduled work days' and at what point the 'lost days' count begins (for example, the day immediately after the accident or three days after the accident). "Given the increasing importance of the services sectors and its intrinsic characteristics, this indicator should also reflect reporting on mental health and stress." Source: ISAR C.3.2 Companies can choose to select "unknown" if the incident rate is not measured. Furthermore, companies can select "choose to not disclose." If a company chooses not to disclose, it will be prompted to provide an explanation.	ISAR C.3.2;	Principle 3 Principle 4 Principle 5 Principle 6	1.2, 1.4, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
L12: Remedy	"Even with the best policies and practices, a business enterprise may cause or contribute to an adverse environmental or social impact that it has not foreseen or been able to prevent. "Where a business enterprise identifies such a situation, whether through its due diligence process or other means, its responsibility to respect [labour rights] requires active engagement in remediation, by itself or in cooperation with other actors. Operational-level grievance mechanisms for those potentially impacted by the business enterprise's activities can be one effective means of enabling remediation. Where adverse impacts have occurred that the business enterprise has not caused or contributed to, but which are directly linked to its operations, products or services by a business relationship, the responsibility to respect human rights [labour rights] does not require that the enterprise itself provide for remediation, though it may take a role in doing so. Some situations, in particular where crimes are alleged, typically will require cooperation with judicial mechanisms." Source: Adapted from Guiding Principles on Business and Human Rights This questions asks a simple yes or no question, but offers companies the option to select "choose to not disclose. " For example, a company may select "choose to not disclose" if there are legal sensitivities around a particular topic. If a company chooses not to disclose, it will be prompted to provide an explanation.	GRI Disclosure 3-3-d-ii (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018)	Principle 3 Principle 4 Principle 5 Principle 6	1.2, 1.4, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.1, 4.2, 4.3, 5.1, 5.4, 5.5, 8.6, 8.7, 8.8, 9.2, 10.1, 10.2, 10.3, 10.4
L13: Practical actions	This open text section is for companies to provide further context and/or relevant information not covered through the questions, including recent activities or any challenges faced.	GRI Disclosures 3-3-c and 3-3-d (2021) for topics GRI 407 (2016), GRI 409 (2016), GRI 408 (2016), GRI 406 (2016), GRI 403 (2018)	Principle 3 Principle 4 Principle 5 Principle 6	1.2, 1.4, 3.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.1, 4.2, 4.3, 5.1, 5.4, 5.5, 8.6, 8.7, 8.8, 9.2, 10.1, 10.2, 10.3, 10.4

Additional Resources on Labour Rights

For additional information and guidance on best practices, please see the resources below.

Topic	Resource Title
Labour (General)	Labour | UN Global Compact The Labour Principles of the UN Global Compact – A Guide for Business Decent Work in Global Supply Chains — A Baseline Report Business and Human Rights Navigator (planned release in 2022)
Freedom of association and the effective recognition of the right to collective bargaining	Principle Three: Labour Freedom of Association and Development ILO Convention No.98 Right to Organize and Collective Bargaining Convention C087 - Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)
Forced labour	Combating forced labour: A handbook for employers and business ILO Convention No. 29 Forced Labour Convention
Child labour	Ending child labour, forced labour and human trafficking in global supply chains ILO-IOE Child Labour Guidance Tool for Business ILO Convention No. 138 Minimum Age Convention ILO Convention No. 182 Worst Forms of Child Labour Convention
Non-discrimination in respect of employment and occupation	Tackling Discrimination against Lesbian, Gay, Bi, Trans, & Intersex People - STANDARDS OF CONDUCT FOR BUSINESS Promoting Equity: gender-neutral job evaluation for equal pay. A step-by-step guide Gender Equality in Codes of Conduct Guidance ILO Convention No. 100 Equal Remuneration Convention ILO Convention No. 111 Discrimination (Employment and Occupation) Convention ILO Convention No. 190 Violence and Harassment Convention WEPs GAT Tool - Home (weps-gapanalysis.org)
Occupational safety and health	Occupational Safety and Health in the Supply Chain ILO Convention No. 155 Occupational Safety and Health Convention
Working conditions (wages, working hours)	Working Conditions Laws Database Rules of the Game: An introduction to the standards-related work of the International Labour Organization

Section 4 of the Questionnaire: Environment

Principles seven through nine of the UN Global Compact provide a framework for companies to enact sustainable business practices:

■ Principle 7: Businesses should support a precautionary approach to environmental challenges;

■ Principle 8: undertake initiatives to promote greater environmental responsibility; and

■ Principle 9: encourage the development and diffusion of environmentally friendly technologies.

These Principles aim to help businesses prevent environmental damage, measure impact and create broader benefits to society through active participation in environmental stewardship as well as product design, development and dissemination. These activities can reduce a company's financial, operational and reputational risks; increase efficiency, ultimately lowering costs; create new business opportunities; attract investment; and ultimately drive bottom-line growth. Moreover, regulators in many regions are applying stronger scrutiny to environmental performance, and environmental reporting is likely to become mandatory for many companies around the globe.

The environmental questions are divided into two sections: (1) core questions that are asked of all companies, and (2) sector-specific questions required only for companies operating in specific industries.

All companies will answer core environmental questions related to commitment, prevention, performance, response and reporting. For performance metrics, the questions asked to all companies consider climate action, energy and resource use, and technology. These questions are cross-cutting in nature and broadly applicable to all businesses.

Sector-specific questions target company performance for environmental issues that are material for a subset of companies. These questions address water; forests, biodiversity and land use; air pollution; and waste. To assist companies in identifying which environmental questions may be relevant, companies will automatically be prompted to answer sector-specific questions based on the sector classification identified when they joined the UN Global Compact. The materiality mapping was created by cross-referencing prominent reporting frameworks that use sector-specific approaches, such as CDP and the Sustainability Accounting Standards Board (SASB). In some instances, a company may be asked to answer a sector-specific question that is not material to their company. These companies are invited to select "Not applicable" when reporting. Please see Table 1 for a mapping of sector-specific questions by sector and subsector.

Table 2. Sector-Specific Environmental Questions

Sub-sector

Category	Question	Automobiles & Parts	Banks	Forestry & Paper	Industrial Metals & Mining	Mining	Chemicals	Construction & Materials	Financial Services	Equity investment Instruments	Nonequity Investment Instruments	Beverages	Food Producers	Health Care Equipment & Services	Pharmaceuticals & Biotechnology	Aerospace & Defense	General Industrials	Electronic & Electrical Equipment	Industrial Engineering	Industrial Transportation	Support Services	Nonlife Insurance	Life Insurance	Media	Oil & Gas Producers	Oil Equipment, Services & Distribution	Alternative Energy	Diversified	Household Goods & Home Construction	Leisure Goods	Personal Goods	Real estate Investment & Services	Real Estate Investment Trusts	Food & Drug Retailers	General Retailers	Software & Computer Services	Technology Hardware & Equipment	Fixed-Line Telecommunications	Mobile Telecommunications	Travel & Leisure	Electricity	Gas, Water, Multiutilities
Water	E12	X		X	X	X	X	X				X	X		X			X							X	X	X		X	X	X	X	X				X			X	X	X
Water	E13			X	X	X						X													X																X	
Forest & Land	E14			X	X	X		X				X	X												X	X	X		X											X		
Forest & Land	E15			X	X	X		X				X	X												X	X	X		X											X		
Forest & Land	E16			X	X	X		X				X	X												X	X	X		X											X		
Air	E17			X	X	X	X										X			X					X	X	X														X	
Waste	E18	X		X	X	X	X	X					X		X		X	X	X															X							X	
Waste	E19	X		X	X	X	X	X							X		X	X	X															X							X	
Waste	E20	X		X	X	X	X	X				X					X	X	X																						X	

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
E1: Policy	A policy specific to material environmental topics helps companies identify and manage risks and opportunities; promote beneficial environmental services, products and investments; mitigate negative impacts; and structure a response for incidents by providing a structured process to address these issues. The organization should report "No, and we have no plans to develop a policy" or "No, but we plan to in the next two years" if the topic is material to the company but a policy has not yet been created. The disclosure does not require the organization to develop or implement a policy. If a company selects "Yes, included within a broader policy" or "Yes, articulated as a stand-alone policy," the organization will be asked to answer question E1.1 to provide further detail about the policy and the date the policy was last updated. Additionally, it is to provide a link or supporting document if the company has a policy commitment, and if not, provide additional explanation. An organization can also select the option "Not applicable" if the topic is not material to the business. For example, "water" may not be a material issue within the banking sector. If "Not applicable" is selected, the company will be asked to provide further explanation.	CDP C4.1 2021, CDP F6.1 2021, CDP W6.1 2021; GRI Disclosures 2-23-c, 2-23-d, 2-23-e (2021)	Principle 7 Principle 8	1.5, 2.1, 2.3, 2.4, 3.2, 3.4, 3.8, 3.9, 6.1, 6.3, 6.4, 6.5, 6.6, 7.1, 7.2, 7.3, 8.4, 9.4, 9.5, 11.3, 11.5, 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3, 13.a, 13.b, 14.1, 14.2, 14.3, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b

E1.1 Policy detail	"As the basis for embedding their responsibility to respect human rights, business enterprises should express their commitment to meet this responsibility through a statement of policy that: (a) Is approved at the most senior level of the business enterprise; (b) Is informed by relevant internal and/or external expertise; (c) Stipulates the enterprise's human rights expectations of personnel, business partners and other parties directly linked to its operations, products or services; (d) Is publicly available and communicated internally and externally to all personnel, business partners and other relevant parties; (e) Is reflected in operational policies and procedures necessary to embed it throughout the business enterprise." Source: Guiding Principles on Business and Human Rights Drawing from this statement, this question aims to present further detail on the nature of the organization's environmental policies in a structured and transparent manner.	GRI Disclosures 3-1-b and 3-3-f (2021) for topics GRI 303 (2018), GRI 304 (2016), GRI 305 (2016), GRI 306 (2020), GRI 302 (2016), and GRI Disclosure 201-2-a-iv (2016)	Principle 7 Principle 8	1.5, 2.1, 2.3, 2.4, 3.2, 3.4, 3.8, 3.9, 6.1, 6.3, 6.4, 6.5, 6.6, 7.1, 7.2, 7.3, 8.4, 9.4, 11.3, 11.5, 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3, 13.a, 13.b, 14.1, 14.2, 14.3, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b
E2: Stakeholders	Stakeholder engagement enhances outcomes on environmental topics by incorporating a broader set of perspectives on an issue and is a key part of due diligence and risk assessment processes. Source: Adapted from Guiding Principles on Business and Human Rights Organizations can select "Not applicable" in instances where this environmental issue is not material to the organization. For example, "air pollution" may not be a material issue for a law firm. Companies that select "Not applicable" will be prompted to provide additional information.	GRI Disclosure 3-3-d (2021) for topics GRI 303 (2018), GRI 304 (2016), GRI 305 (2016), GRI 306 (2020), GRI 302 (2016), and GRI Disclosure 201-2-iv (2016)	Principle 7 Principle 8	1.5, 2.1, 2.3, 2.4, 3.2, 3.4, 3.8, 3.9, 6.1, 6.3, 6.4, 6.5, 6.6, 7.1, 7.2, 7.3, 8.4, 9.4, 11.3, 11.5, 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3, 13.a, 13.b, 14.1, 14.2, 14.3, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b

E3: Prevention/mitigation	Once a company has established a policy and conducted appropriate risk and impact assessments, it should "take the necessary steps to cease or prevent the impact… If the business enterprise has leverage to prevent or mitigate the adverse impact, it should exercise it. And if it lacks leverage there may be ways for the enterprise to increase it. Leverage may be increased by, for example, offering capacity-building or other incentives to the related entity, or collaborating with other actors." Source: Adapted from Guiding Principles on Business and Human Rights In this question, the companies can select curated responses around capacity building and action plans or select "other" to provide a custom response. If the organization selects "other," it will be prompted to provide additional information.	GRI Disclosure 3-3-d (2021) for topics GRI 303 (2018), GRI 304 (2016), GRI 305 (2016), GRI 306 (2020), GRI 302 (2016), and GRI Disclosure 201-2-iv (2016)	Principle 7 Principle 8	1.5, 2.1, 2.3, 2.4, 3.2, 3.4, 3.8, 3.9, 6.1, 6.3, 6.4, 6.5, 6.6, 7.1, 7.2, 7.3, 8.4, 9.4, 11.3, 11.5, 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3, 13.a, 13.b, 14.1, 14.2, 14.3, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b
E4: Prevention/mitigation progress assessment	"Tracking the effectiveness of its actions is necessary for an organization to learn if its policies and processes are being implemented optimally. It is also necessary for knowing if it has responded effectively to its impacts and to drive continuous improvement." (Global Sustainability Standards Board) If a company responds that it set annual timebound targets, it will be asked two additional questions: one to provide further details about the nature of the target (E4.1), and another to better understand how progress is tracked (E4.2). For this question, the organization can select curated responses related to the methods used to assess progress or select "other" to provide a custom response. If the organization selects "other," it will be prompted to provide additional information. Organizations can select "Not applicable" in instances where this environmental issue is not material to the organization. For example, water may not be a material issue for a professional services firm. Companies that select "Not applicable" will be prompted to provide additional information.	GRI Disclosure 3-3-e (2021) for topics GRI 303 (2018), GRI 304 (2016), GRI 305 (2016), GRI 306 (2020), GRI 302 (2016), and GRI Disclosure 201-2-a-iv (2016)	Principle 7 Principle 8	1.5, 2.1, 2.3, 2.4, 3.2, 3.4, 3.8, 3.9, 6.1, 6.3, 6.4, 6.5, 6.6, 7.1, 7.2, 7.3, 8.4, 9.4, 11.3, 11.5, 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3, 13.a, 13.b, 14.1, 14.2, 14.3, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b

E4.1 Goals and targets	Setting goals and targets on environmental issues can help a company demonstrate progress in a structured and ambitious way. For some environmental topics (e.g., climate change), there are widely accepted frameworks that can be used to structure goals and targets (e.g., the Task Force on Climate Related Financial Disclosures or the Science Based Targets Initiative.

This section is intended to provide UNGC members an opportunity to explain the types of targets they set on environmental issues at the level of detail appropriate to the materiality of their organization. | CDP F6.1 2021; GRI Disclosure 3-3-e (2021) for topics GRI 303 (2018), GRI 304 (2016), GRI 305 (2016), GRI 306 (2020), GRI 302 (2016), and GRI Disclosure 201-2-a-iv (2016) | Principle 7 Principle 8 | 1.5, 2.1, 2.3, 2.4, 3.2, 3.4, 3.8, 3.9, 6.1, 6.3, 6.4, 6.5, 6.6, 7.1, 7.2, 7.3, 8.4, 9.4, 11.3, 11.5, 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3, 13.a, 13.b, 14.1, 14.2, 14.3, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b |
| E4.2 Measuring progress | To be most effective, targets and goals should be paired with a method to track progress. This section asks basic details to better understand how the listed goals and targets are tracked.

For this question, the organization can select curated responses or select "other" to provide a custom response. If the organization selects "other," it will be prompted to provide additional information. | GRI Disclosure 3-3-e (2021) for topics GRI 303 (2018), GRI 304 (2016), GRI 305 (2016), GRI 306 (2020), GRI 302 (2016), and GRI Disclosure 201-2-a-iv (2016) | Principle 7 Principle 8 | 1.5, 2.1, 2.3, 2.4, 3.2, 3.4, 3.8, 3.9, 6.1, 6.3, 6.4, 6.5, 6.6, 7.1, 7.2, 7.3, 8.4, 9.4, 11.3, 11.5, 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3, 13.a, 13.b, 14.1, 14.2, 14.3, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b |

| E5: Remedy | "Even with the best policies and practices, a business enterprise may cause or contribute to an adverse environmental or social impact that it has not foreseen or been able to prevent. Where a business enterprise identifies such a situation, whether through its due diligence process or other means, its responsibility to respect [the environment] requires active engagement in remediation, by itself or in cooperation with other actors. Operational-level grievance mechanisms for those potentially impacted by the business enterprise's activities can be one effective means of enabling remediation. Where adverse impacts have occurred that the business enterprise has not caused or contributed to, but which are directly linked to its operations, products or services by a business relationship, the responsibility to respect [the environment] does not require that the enterprise itself provide for remediation, though it may take a role in doing so. Some situations, in particular where crimes are alleged, typically will require cooperation with judicial mechanisms."
Source: Adapted from Guiding Principles on Business and Human Rights

This question asks for a simple yes or no response or offers companies the option to select "choose to not disclose." If a company chooses not to disclose, it will be prompted to provide an explanation. The response "choose to not disclose" will be made public. | GRI Disclosure 3-3-d-ii (2021) for topics GRI 303 (2018), GRI 304 (2016), GRI 305 (2016), GRI 306 (2020), GRI 302 (2016), and GRI Disclosure 201-2-a-iv (2016) | Principle 7
Principle 8 | 1.5, 2.1, 2.3, 2.4, 3.2, 3.4, 3.8, 3.9, 6.1, 6.3, 6.4, 6.5, 6.6, 7.1, 7.2, 7.3, 8.4, 9.4, 11.3, 11.5, 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3, 13.a, 13.b, 14.1, 14.2, 14.3, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b |

E6: Greenhouse gas emissions	"In order to achieve the long-term temperature goal set out in Article 2 [of the Paris Agreement], Parties aim to reach global peaking of greenhouse gas emissions as soon as possible, recognizing that peaking will take longer for developing country Parties, and to undertake rapid reductions thereafter in accordance with best available science, so as to achieve a balance between anthropogenic emissions by sources and removals by sinks of greenhouse gases in the second half of this century, on the basis of equity, and in the context of sustainable development and efforts to eradicate poverty." Tracking and reporting emissions helps expedite emission reduction efforts in line with global targets, and can further help businesses manage risks and opportunities. Source: Paris Agreement (UNFCCC)

This question asks organizations to select the proportion of GHG emissions tracked as either "Full," meaning all material emissions are accounted for, "Partial," implying the measurement only covers a fraction of the emissions (applies to Scope 3 emissions only), or "None" to signify that GHG emissions are not measured. If the organization selects "None," it will be prompted to provide further explanation.

If GHG emissions are measured in whole or in part, organizations will be asked to report their emissions in tons of CO_2 equivalent (tCO_2e). For measurement methodology for Scope 1, Scope 2 and Scope 3 GHG emissions, please refer to the GHG Protocol. | CDP C6.1 2021, CDP C6.3 2021, CDP C6.5 2021; GRI Disclosures 305-1, 305-2, 305-3 (2016); ISAR B.3.1; ISAR B.3, WEF Common Metric | Principle 7 Principle 8 | 1.5, 2.4, 11.3, 12.4, 13.1, 13.2, 13.3, 13.a, 13.b, 14.3 |
| E6.1

Scope 3 emissions detail | Scope 3 emissions can be difficult to accurately measure, and many companies report partial emissions. This section aims to capture further details about the reported Scope 3 emissions in order to make the data more transparent and comparable.

Options provided in this question were taken directly from the Climate Disclosure Project (CDP C6.5). If "Other (upstream)" or "Other (downstream)" are selected, the organization will be prompted to provide further explanation. | UNRISD Tier III; GRI Disclosure 305-3 (2016); CDP C6.5 2021 | Principle 7 Principle 8 | 1.5, 2.4, 11.3, 12.4, 13.1, 13.2, 13.3, 13.a, 13.b, 14.3 |

| E7: R&D Investment | According to [Agenda 21](#) of the Rio Earth summit, "New and efficient technologies will be essential to increase the capabilities, in particular of developing countries, to achieve sustainable development, sustain the world's economy, protect the environment, and alleviate poverty and human suffering. Inherent in these activities is the need to address the improvement of technology currently used and its replacement, when appropriate, with more accessible and more environmentally sound technology." Businesses play a key role in the development and dissemination of new technologies, and this metric aims to reflect research and development (R&D) surrounding low-carbon products and services.

To calculate this metric: divide the R&D budget allocated to low-carbon products/services by total revenue for the reporting period and express it as a percentage.

Low-carbon products and services can be classified according, but are not limited, to:

■ [Low-Carbon Investment (LCI) Registry Taxonomy](#)

■ [Climate Bonds Taxonomy](#)

■ [The EU Taxonomy for environmentally sustainable economic activities](#)

■ [Addressing the Avoided Emissions Challenge](#) [Chemical Sector]

■ [Evaluating the carbon-reducing impacts of ICT](#)

■ [Estimating and Reporting the Comparative Emissions Impacts of Products (WRI)](#)

■ [Green Bond Principles (ICMA)](#)

■ [ISO 14040/44 Standards](#) [Financial services only]

Source: [CDP C4.5a](#)

Organizations can choose to select "unknown" if the R&D expenditure is not easily mapped to low-carbon products and services. Furthermore, companies can select "Not applicable." If "Not applicable" is selected, companies will be asked to provide further explanation. | [CDP C4.3c 2021, CDP C4.2b 2021](#); (partially linked to) [ISAR A.3.3](#) | Principle 7 Principle 8 Principle 9 | |

E8: Climate adaptation	"Over the past two decades, climate risk warnings discussed in IPCC reports have continually risen due to increasingly stronger signals of reasons for concern. The most recent IPCC assessment report now concludes that some impacts of climate change are irreversible, even under highly ambitious mitigation regimes. Adaptation can significantly reduce loss and damage, particularly in the second half of the century, when climate impacts will accelerate." Source: Adaptation Gap Report 2021 | UNEP - UN Environnent Programme Organizations should select all activities related to climate adaptation that apply. Organizations can also choose to select "unknown" if it is unclear which actions, if any, it has taken to support climate adaptation.	GRI Disclosure 201-2-a-iv (2016)	Principle 7 Principle 8 Principle 9	
E9: Renewable energy	"Companies in the commercial and industrial sector account for around half of the world's end-of-use of electricity." Source: About us | RE100 (there100.org) As such, business entities can be a powerful constituency advocating for the adoption of renewable energy. This indicator, adapted from ISAR B.5.1, is defined as "the ratio of an entity's consumption of renewable energy to its total energy consumption during the reporting period. Types of renewable energy include, for example, solar energy, biomass, hydropower, geothermal energy and ocean energy." Data for this metric can be found by collating bills from energy and fuel providers, or from renewable energy certificates (RECs). Typically, this data is managed by an energy manager, facility manager/general services administrator or accounting department. For further guidance on calculating this metric, please see ISAR B.5.1.	ISAR B.5.1; GRI Disclosure 302-1 (2016)	Principle 7 Principle 8 Principle 9	1.5, 2.4, 11.3, 12.4, 13.1, 13.2, 13.3, 13.a, 13.b, 14.3

E10: Environmentally friendly products	"Environmentally sound technologies protect the environment, are less polluting, use all resources in a more sustainable manner, recycle more of their wastes and products, and handle residual wastes in a more acceptable manner than the technologies for which they were substitutes." (Agenda21.doc (un.org)) Building on this notion, Principle 9 of the UN Global Compact asks companies to "encourage the development and diffusion of environmentally friendly technologies." (Principle 9 | UN Global Compact) One way to do this is to redirect investment to support sustainable products, and to further develop and deploy environmentally friendly products and services that accelerate advancement toward global climate and sustainability goals. To calculate this metric: Divide the amount of revenue derived from environmentally friendly products and services by total revenue for the reporting period, and express as a percentage. Organizations will also be prompted to provide a description of their relevant products and services. For guidance on what classifies as an environmentally friendly products and services, please see the glossary. Alternatively, organizations can select "Not applicable" if they do not sell environmentally friendly products or services. If "Not applicable" is selected, the organization will be asked to provide additional details.	SASB CG-MR-410a.1a; WEF Common Metric	Principle 7 Principle 8 Principle 9	1.5, 2.4, 11.3, 12.4, 13.1, 13.2, 13.3, 13.a, 13.b, 14.3
E11: Sector	Sector-specific questions aim to address environmental topics that are material for the majority of companies within a sector. In most cases, the questions will be pre-populated based on the sector that was selected when registering for the UN Global Compact. Companies that registered as "Diversified - Other," should specify the top-three sectors, by revenue.	GRI Disclosure 2-6-a (2021)	N/A	N/A

| E12: Water withdrawal and consumption | "Water consumption and water withdrawal in water-stressed areas are indicators of the potential fornegative societal impacts (resulting from competition with other water users) and associated businessrisks including the potential for operational disruptions and shutdowns."
Source: WEF Common Metric

Adapted from ISAR B.1.3: "Water use is defined as water withdrawal plus total water received from a third party. The indicator is expressed in cubic metres (m^3, un-normalized, in absolute terms), and should be broken down by source (surface, ground, rainwater, waste water).

"Water should be metered at each facility/business site and the indicator calculated at facility level/individual business site level where appropriate documentation and reporting should exist based on water or flow meters. Calculating such indicator at facility level/business site level allows data consolidation within certain geographic and operational boundaries at a later stage.

"Determining water use requires data collected at each business unit/facility through direct measurement (through water meters). Water should be metered and measured in litres or cubic metres. If such information is collected, it can be found in internal reporting systems (operational information systems tracing physical units and recording water flows) and/or environmental accounting systems/environmental management systems, especially with regard to resource recycling quantities and costs.

"Reporting entities would need to disclose if these instruments are not used at their facilities and thus estimation is required. Estimates are based on coefficients (area statistics) relating water use to another characteristic usually representing a proxy for the volume of business activity, such as number of employees or production values and volume and applying it to a site-specific quantity of that characteristic. Furthermore, information collected in accounts payable based on water suppliers' bills can be used as a basis to calculate this indicator."
Source: ISAR \| UNCTAD

This measure also asks organizations to report the percentage of water withdrawn in regions with water stress. In order to create more comparable data, UNGC recommends computing water stress using the WRI Water Risk Atlas Tool.

To report this metric, companies should 1) identify total water withdrawn from areas of high or extremely high water stress and divide by the total water withdrawn from all sources; or 2) calculate the total water consumed in areas of high or extremely high water stress and divide by the total water consumed from all sources. Both measures should be reported as a percentage.

Organizations can also select "unknown" for any metric that is not measured or "Not applicable" if water is not a material topic for them. Companies that select "Not applicable" will be asked to provide further explanation. | ISAR B.1.3; CDP W1.2b 2021; CDP W1.2d 2021; SASB CG-HP-140a.1; GRI 303-1; GRI 303-2; GRI 303-3 | Principle 7
Principle 8
Principle 9 | 2.1, 2.3, 6.1, 6.3, 6.4, 6.5, 6.6, 9.4, 11.3, 11.5, 12.1, 12.2, 12.4 |

| E13: Water intensity | Water intensity (the amount of water used per unit of production) provides a normalized measure of water use that can more accurately depict the efficacy of an organization's water efficiency and management programmes over time.

Water intensity should be reported as a ratio of water use divided by the unit of production.

Per CDP guidelines, users can report the numerator as cubic metres (m^3) of:

■ Freshwater withdrawals

■ Freshwater consumption

■ Total water withdrawals

■ Total water consumption

■ Other

Users will be prompted to provide further details of the water metrics selected.

For the denominator, users should report relevant units of production, including:

■ Dozens

■ Kilograms

■ Litres

■ Tonnes

■ Other

In industries where there are a lot of different products, water intensity for the top-five products [by revenue][by water intensity] should be reported.

Recognizing the difficulty of measuring water intensity, we provide organizations the opportunity to align their reporting with CDP guidance within each of their sectors. As such, we expect organizations that report this metric to provide further details about their calculations. For further details on this metric, please refer to CDP 1.3.

Organizations can select "unknown" if water intensity is not measured or "Not applicable" if water is not a material topic for them. Companies that select "Not applicable" will be asked to provide further explanation. | CDP W1.3 2021; CDP W1.3a 2021 | Principle 7
Principle 8
Principle 9 | 2.1, 2.3, 6.1, 6.3, 6.4, 6.5, 6.6, 9.4, 11.3, 11.5, 12.1, 12.2, 12.4 |

E14: KBA sitesy	"[Key biological areas (KBAs)](#) provide a science-based and internationally recognized means of identifying sites contributing significantly to the global persistence of biodiversity, while protected areas indicate nationally (and often internationally) recognized areas of ecological or cultural importance, typically with specific legal protections. Having operations inside or close to such areas indicates heightened risk of adverse impacts on biodiversity and heightened risk of exposure to associated legal or reputational risk." Source: [WEF_IBC_Measuring_Stakeholder_Capitalism_Report_2020.pdf (weforum.org)](#) Companies should report (1) the total number of sites that share a border or fall within a protected area or KBA, and (2) the total land area, in hectares, of these sites. Sites are defined as properties that are owned, leased, rented or managed by the reporting company. Boundaries for protected areas can be identified either using the [KBA database](#) or a government-hosted database. Organizations can select "unknown" if this land use near protected sites is not measured or "Not applicable" if land use is not a material topic for them. Companies that select "Not applicable" will be asked to provide further explanation.	[WEF Common Metric, GRI Disclosure 304-1 (2016)](#)	Principle 7 Principle 8	2.1, 2.3, 6.6, 12.2, 12.4, 14.1, 14.2, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b
E15: Natural Ecosystems	"This question gathers information on land used by your organization for the production of forest risk commodities. This provides an indication of your market power and potential influence over land use in different regions, including eventual links to deforestation and/or conversion of natural ecosystems. Deforestation and conversion on land you control or manage can pose operational or reputational risks, e.g. organizations may face consumer boycotts or be subject to divestment policies. Therefore, it is important to demonstrate to investors and other stakeholders that your organization has a good understanding of the land resources it controls and/or manages." Source: [Forests - CDP](#) If applicable, report how many hectares of natural ecosystems have been converted into planted land during the reporting year. Select "Unknown" if owned, leased or managed land was converted during the reporting period or the area is not known. Organizations can also select "Not applicable" if this question is not relevant to them. If "Not applicable" is selected, please explain.	[CDP F1.3 2021; GRI Disclosure 304-1 (2016)](#)	Principle 7 Principle 8	2.1, 2.3, 6.6, 12.2, 12.4, 14.1, 14.2, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b

E16: Ecosystem restoration and protection	"This question gathers data on the projects your organization has supported or implemented, or plan to implement in two years, that are related to ecosystem restoration, reforestation and/or protection of forests and other ecosystems. This information demonstrates to investors and other data users that your organization is committed and proactive toward forests stewardship." Source: Forests - CDP Organizations are asked to provide details about which ecosystems are being restored. If an organization selects "other," it will be prompted to provide additional details. For projects that are underway, organizations are asked to provide the project areas in hectares.	CDP F6.11 2021; GRI Disclosure 304-3 (2016)	Principle 7 Principle 8 Principle 9	2.1, 2.3, 6.6, 12.2, 12.4, 14.1, 14.2, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b
E17: Air pollution	"Air pollution causes 1 in 9 deaths. It is the most important environmental health risk of our time." Source: Air	UNEP - UN Environment Programme Business enterprises play a critical role in reducing point source pollution and protecting air quality within communities. Please report total emissions across all sources, in tonnes, for each pollutant category. For definitions of terms, please see the glossary. When compiling the information required for the disclosure, the reporting organization shall select one of the following approaches for calculating significant air emissions: - Direct measurement of emissions (such as online analyzers) - Calculation based on site-specific data - Calculation based on published emission factors - Estimation If estimations are used due to a lack of default figures, the organization shall indicate the basis on which figures were estimated. Source: GRI Disclosure 305-7 (2016) For this question, organizations can report "unknown" if they generate but do not measure this air pollutant. Organizations can also select "Not applicable" if the amount of pollution generated is negligible. Organizations that select "Not applicable" will be prompted to provide further detail	GRI Disclosure 305-7 (2016); ISAR B.1.4	Principle 7 Principle 8	3.2, 3.4, 3.8, 3.9, 6.3, 12.4

| E18: Waste | "Waste can have significant negative impacts on the environment and human health when inadequately managed. These impacts often extend beyond locations where waste is generated and discarded. The resources and materials contained in waste that is incinerated or landfilled are lost to future use, which accelerates their depletion. The United Nations recognizes the role of responsible consumption and production in achieving the Sustainable Development Goals. The targets under Goal 12, in particular, call on organizations to implement environmentally sound waste management and prevent and reduce waste through reuse and recycling."
Source: GRI Disclosure 306-3 (2020)

"Total waste generated during a reporting period is defined as the sum of the amounts of all mineral, non-mineral and/or hazardous waste treated by any waste treatment technology. This excludes the amount that is treated either on-site or off-site through closed-loop recycling, reuse or re-manufacturing processes, i.e. the recycled, reused, or re-manufactured waste materials returned to the processes of the reporting entity.

"Waste should be weighted or metered. As waste can be solid, liquid or have a paste-like consistency, it can be measured in kilograms and tons, litres or cubic metres. However, for the purpose of this indicator, waste should be reported according to weight (kg, t) and not volume (litres, m3)."
Source: ISAR B.2.1

For further detail pertaining to measurement and reporting, please see ISAR B.2.1

For this question, organizations can report "unknown" if they generate solid waste but have not established a measurement system. Organizations can also select "Not applicable" if the amount of solid waste generated is negligible. Organizations that select "Not applicable" will be prompted to provide further detail. | GRI Disclosure 306-3 (2020); (partially linked to) ISAR B.2.1 | Principle 7 Principle 8 | 3.9, 6.3, 12.2, 12.3, 12.4, 12.5, 14.1, 14.2, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b |

| E19: Hazardous waste | According to the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal (Basal Convention), hazardous waste can be defined as having one or more of the following characteristics: explosive, flammable liquid or solid, liable to spontaneously combust, substances or waste that emits flammable gases upon contact with water, oxidizing, organic peroxides, poisonous, infectious, corrosive, creates toxic gases when in contact with air or water, toxic, ecotoxic or creating a leachate with the listed characteristics. Some radioactive materials can also be listed as hazardous.

"Total hazardous waste generated during a reporting period is defined as the sum of the amounts of all types of hazardous waste listed in the above definition and should be measured in kilos and tons."
Source: ISAR B.2.3

Data can be directly measured at the business site, or reported through bills from the waste management company. Data is typically managed by a facility manager, general services administrator or, absent those positions, included in accounts payable as part of waste management cost reporting.

For further detail pertaining to measurement and reporting, please see ISAR B.2.3.

For this question, organizations can report "unknown" if they generate solid waste but have not established a measurement system. Organizations can also select "Not applicable" if the amount of solid waste generated is negligible. Organizations that select "Not applicable" will be prompted to provide further detail. | GRI Disclosures 306-4, 306-5 (2020); ISAR B.2.3 | Principle 7 Principle 8 | 3.9, 6.3, 12.2, 12.4, 12.5, 14.1, 14.2, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b |

E20: Single-use plastic	"Metrics for reporting on single-use plastics have not yet been standardized, but the global scale of negative impacts associated with their use is sufficient to justify additional investigation of corporate value chains to identify their principal applications and the scale of their use. Experimenting with measurement will help the company understand its exposure to an issue of high public concern, and disclosing the results and approach will help to advance understanding of the issues more widely" Source: Measuring Stakeholder Capitalism: Towards Common Metrics and Consistent Reporting of Sustainable Value Creation	World Economic Forum (weforum.org)) Report estimated metric tonnes of single-use plastic consumed wherever material along the value chain. For this question, organizations can report "unknown" if they generate plastic waste but have not established a measurement system. Organizations can select "Not applicable" if the amount of plastic waste generated is negligible. Organizations that select "Not applicable" will be prompted to provide further detail.	WEF Common Metric	Principle 7 Principle 8	3.9, 6.3, 12.2, 12.4, 12.5, 14.1, 14.2, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.b
E21: Practical actions	This open text section is for companies to provide further context and/or relevant information not covered through the questions, including recent activities or any challenges faced.	GRI Disclosure 3-3-d (2021)	Principle 7 Principle 8 Principle 9	1.5, 2.1, 2.3, 2.4, 3.2, 3.4, 3.8, 3.9, 6.1, 6.3, 6.4, 6.5, 6.6, 7.1, 7.2, 7.3, 8.4, 9.4, 11.3, 11.5, 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 13.1, 13.2, 13.3, 13.a, 13.b, 14.1, 14.2, 14.3, 15.1, 15.2, 15.3, 15.4, 15.5, 15.a, 15.

Additional Resources on Environment

Topic	Resource Title
Environmental (General)	[Agenda21.doc (un.org)](#)
	[Resources	UNEP - UN Environment Programme](#)
Climate Action	[United Nations Framework Convention on Climate Change (unfccc.int)](#)
	[Global Climate Action Playbook 2018](#)
	[Climate Change	UN Global Compact](#)
	[Climate Ambition Accelerator	UN Global Compact](#)
	[Engage Responsibly in Climate Policy	UN Global Compact](#)
	[Science-Based Targets](#)
Water	[Corporate Water Accounting – An Analysis of Methods and Tools for Measuring Water Use and its Impacts](#)
	[Guide to Responsible Business Engagement with Water Policy](#)
	[CEO Water Mandate](#)
Ocean	[Oceans and seas	UNEP](#)
	[The Ocean Decade](#)
	[Ocean Action Hub](#)
Forests/Biodiversity/Land Use	[Goal 15: Life on Land](#)
	[A Framework for Climate Action on Biodiversity and Ecosystem Services](#)
	[Global Forest Goals and Targets of the UN Strategic Plan for Forests 2030](#)
	[International Union for Conservation of Nature's Integrated Biodiversity Assessment Tool](#)
Air Pollution	[About Air	UNEP](#)
	[Stockholm Convention on Persistent Organic Pollutants](#)

Waste (e.g., chemical spills, solid waste, hazardous, plastic, etc.)	Harmful Substances and Hazardous Waste - United Nations Environment Programme
Energy & Resource Use	SDG Industry Matrix - Energy, Natural Resources, Chemicals
	Sustainable Energy for All (SEforALL)

Section 5 of the Questionnaire: Anti-Corruption

Anti-corruption refers to the active prevention of dishonest and fraudulent behavior that undermines fair competition. Principle 10 of the UN Global Compact states, "Businesses should work against corruption in all its forms, including extortion and bribery."

Strong policies and procedures can help organizations identify and mitigate corruption risks and take corrective action should an incident arise. This section of the survey aims to assess

anti-corruption compliance programmes, training and monitoring practices, and practical actions to address suspected incidents.

Question	Rationale and Calculation Guidance	Related Reporting Standards	Mapping to the Ten Principles of the UN Global Compact	Mapping to SDG Targets
AC1: Compliance programme	"Making a formal commitment to zero toleration of corruption is an important step for an organization. However, without taking concrete actions directly supporting that commitment, an organization remains at risk of violating anti-corruption laws." Source: United Nations Global Compact; Transparency International Anti-corruption programmes can help organizations prevent and detect risks and carry out sanctions if needed. Anti-corruption programmes can include (1) detailed procedures on how to handle bribes, gifts, entertainment and expenses, donations and sponsorships, political contributions, facilitation payments and conflicts of interest; (2) appointing a manager to devise, implement, monitor and improve the programme under the oversight of senior leadership; (3) communicating anti-corruption commitments to business partners' (4) providing communication and training to ensure employees understand; (5) ensuring that appropriate measures are taken in the event the anti-corruption programme is violated; and (6) monitoring and continuous improvement to carry out regular reviews of the anti-corruption programme, including internal audits, provide resulting reports to senior management and the Board and take necessary actions to improve the programme Source: United Nations Global Compact; Transparency International Organizations that select "yes" should provide further explanation about the nature of their anti-corruption program.	GRI Disclosure 3-3-c (2021) for the topic GRI 205 (2016),	Principle 10	16.4, 16.5, 16.6

AC1.1 Year of programme review	"Monitoring and continuous improvement ensure that strengths and weaknesses are identified, and that the anti-corruption programme is continuously improved to remain effective and up-to-date in addressing changing risks."Source: United Nations Global Compact; Transparency International Please enter the year the programme was last reviewed.		Principle 10	16.4, 16.5, 16.6
AC2: Policy	A policy specific to employee conduct helps companies identify and manage risks, mitigate negative impacts and develop a response for incidents by providing a structured process to address these issues. Company to provide a link or supporting document if it has a policy commitment, and if not, provide additional explanation. The organization should report "No, and we have no plans to develop a policy" or "No, but we plan to in the next two years" if a policy has not yet been created. The disclosure does not require the organization to develop or implement a policy.		Principle 10	16.4, 16.5, 16.6
AC3: Training	"Corruption undermines stakeholder legitimacy and trust; it is linked to misallocation of capital, environmental harm, human exploitation and unethical and illegal behaviour. Anti-corruption training and investment in initiatives to improve both operating environment and culture develop a company's anti-corruption capabilities." Source: World Economic Forum Training can be an effective tool to help prevent incidents of corruption and identify misconduct within an organization. Training can also be an effective tool to implement anti-corruption measures among business partners and within supply chains. This question seeks to understand who is receiving training on anti-corruption. Organizations that select "other" will be prompted to provide further explanation.	WEF Common Metrics; GRI Disclosure 205-2 (2016)	Principle 10	16.4, 16.5, 16.6
AC3.1 Training frequency	These matrix-format questions seek to understand the frequency of training provided to each stakeholder. If an organization selects "Other – such as partners, clients, etc." it will be prompted to provide further explanation.		Principle 10	16.4, 16.5, 16.6

AC4: Compliance monitoring	"Tracking the effectiveness of its actions is necessary for an organization to learn if its policies and processes are being implemented optimally. It is also necessary for knowing if it has responded effectively to its impacts and to drive continuous improvement." Source: GRI Disclosure 3-3-e (2021) for the topic GRI 205 (2016) If an organization selects "No, we do not monitor the anti-corruption compliance programme" or "Yes, through other mechanisms," the organization will be prompted to provide further explanation.	SDG Action Manager - SDG 16: Monitoring Ethics and Corruption; GRI Disclosure 3-3-e (2021) for the topic GRI 205 (2016)	Principle 10	16.4, 16.5, 16.6
AC5: Incidents	"No organization is immune to the threat of an incident of corruption. Such incidents can present significant adverse consequences for an organization and preparations should be made so that such incidents are handled well, impacts are mitigated and that lessons are learned and measures applied to improve the programme. Adverse consequences can include prosecution by authorities with risk of fines and other costs; reputational damage and undermining of the anti-corruption programme." Source: United Nations Global Compact; Transparency International "The total number and nature of corruption incidents are a proxy for the effectiveness of a company's overarching anti-corruption culture and capabilities. Corporate corruption can thrive where governance is weak. The public expects companies to adhere to ethical business practices. Companies implementing anti-corruption policies and practices contribute directly towards the vision of SDG 16.5 to 'substantially reduce corruption and bribery in all their forms,' protecting their own long-term value and their contribution to long-term societal value. Monitoring the number and proportion of new corruption incidents unrelated to previous years, in comparison to incidents related to previous years, provides some insight into changes over time of this effectiveness. These metrics were chosen for their orientation to outcomes and their comparability between companies and over time. Reporting organizations will need to be mindful of local laws, which can shape or constrain the way the standard cited here as a guideline is implemented." Source: World Economic Forum If the organization does not measure this metric, it should select "unknown." Given the sensitive nature of this metric, companies can also select "choose to not disclose." The election to withhold this information will be made public. Companies can report "Not applicable" under rare circumstances. For example, companies less than one year old may select "Not applicable" or "confirmed during the current year, but related to previous years." If an organization selects "Not applicable," it will be requested to provide additional information.	GRI Disclosure 205-3 (2016); WEF Common Metrics	Principle 10	16.4, 16.5, 16.6

| AC6: Measures | "Making a formal commitment to zero toleration of corruption is an important step for an organization. However, without taking concrete actions directly supporting that commitment, an organization remains at risk of violating anti-corruption laws." Source: United Nations Global Compact; Transparency International

Some activities could include "carrying out regular reviews of the anti-corruption programme including internal audits, provide resulting reports to senior management and the Board and take necessary actions to improve the programme." Source: United Nations Global Compact; Transparency International

For this question, organizations should report all measures taken in the reporting period to address suspected incidents. Organizations that choose to report "Other" will be prompted to specify the actions taken. Organizations can also report "none of the above" if no actions were taken during the reporting period, or "Not applicable/ no incidents in the reporting period" to indicate that they had no suspected or confirmed incidents of corruption in the reporting period.

For this question, organizations should report all measures taken in the reporting period to address suspected incidents. Organizations that choose to report "Other" will be prompted to specify the actions. Organizations can also report "none of the above" if no actions were taken during the reporting period, or "Not applicable/ no incidents in the reporting period" to indicate that they had no suspected or confirmed incidents of corruption in the reporting period. | GRI Disclosure 3-3-d (2021) for the topic GRI 205 (2016); Reporting Guidance on the10th Principle Against Anti-corruption – B13 | Principle 10 | 16.4, 16.5, 16.6 |

AC7: Collective Action	"Collective Action is a collaborative and sustained process of cooperation between stakeholders. It increases the impact and credibility of individual action, brings vulnerable individual players into an alliance of like-minded organizations and levels the playing field between competitors. Collective Action can complement or temporarily substitute for and strengthen weak local laws and anti-corruption practices." Source: World Bank Although Collective Action can be applied across a broad spectrum of topics, one example where Collective Action can help prevent or address corruption is within supply chains. "The risk of corruption in the supply chain is high, especially in countries with a high degree of corruption. Customers, mainly multinational organizations, have a key role to play to encourage the engagement of their supply chain (mostly SMEs with scarce resources) in countering corruption. As part of complex value chains of production, all organizations face the risks of being associated with corrupt behaviour by business partners and thus having their supplies disrupted if their suppliers, as a result of conviction for corruption, have to close operations or end up on blacklists." Source: United Nations Global Compact; Transparency International Companies that respond "Yes" to this question will be asked to provide additional explanation describing the nature of their Collective Action Initiatives.	GRI Disclosure 3-3-d (2021) for the topic GRI 205 (2016)	Principle 10	16.4, 16.5, 16.6
AC8: Practical actions	This open text section is for companies to provide further context and/or relevant information not covered through the questions, including recent activities or any challenges faced.	GRI Disclosures 3-3-c and 3-3-d (2021) for the topic GRI 205 (2016)	Principle 10	16.4, 16.5, 16.6

Additional Resources on Anti-Corruption

Topic	Resource Title
Anti-Corruption (General)	UN Convention Against Corruption UNODC: An Anti-Corruption Ethics and Compliance Programme for Business: A Practical Guide OECD: Anti-Corruption Ethics and Compliance Handbook for Business
Collective Action	UN Global Compact: Uniting against Corruption: A Playbook on Anti-Corruption Collective Action UN Global Compact: A Practical Guide for Collective Action Against Corruption
Risk Assessments	UN Global Compact: A Guide for Anti-Corruption Risk Assessment
Supply Chains	UN Global Compact: Fighting Corruption in the Supply Chain: A Guide for Customers and Suppliers
Implementing and Reporting on the 10th Principle	Business Against Corruption – A Framework for Action Reporting Guidance on the 10th Principle Against Corruption

MAPPING AGAINST THE SUSTAINABLE DEVELOPMENT GOALS

The 17 Sustainable Development Goals (SDGs) are the heart of the 2030 Agenda for Sustainable Development adopted by all United Nations Member States in 2015. By taking action to implement the Ten Principles of the UN Global Compact, businesses are also contributing to the achievement of the SDGs.

The following table provides details on which specific target is addressed by which questions of the Communication on Progress.

Sustainable Development Goal	SDG Target	Related Communication on Progress Questions
SDG 1: End poverty in all its forms everywhere	1.1	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	1.2	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5, L8, L9, L10, L11, L12, L13
	1.3	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5
	1.4	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5, L8, L9, L10, L11, L12, L13
	1.5	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5, E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E6, E6.1, E7, E8, E9, E10, E21
	1.a	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	1.b	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
SDG 2: End hunger, achieve food security and improved nutrition and promote sustainable agriculture	2.1	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E12, E13, E14, E15, E16, E21
	2.2	
	2.3	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E12, E13, E14, E15, E16, E21
	2.4	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E6, E6.1, E7, E8, E9, E10, E21
	2.5	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	2.a	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	2.b	

Sustainable Development Goal	SDG Target	Related Communication on Progress Questions
SDG 3: Ensure healthy lives and promote well-being for all at all ages	2.c	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	3.1	L1, L1.1, L2, L3, L4, L5, L8, L9, L10, L11, L12, L13
	3.2	L1, L1.1, L2, L3, L4, L5, L8, L9, L10, L11, L12, L13, E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E17, E21
	3.3	L1, L1.1, L2, L3, L4, L5, L8, L9, L10, L11, L12, L13
	3.4	L1, L1.1, L2, L3, L4, L5, L8, L9, L10, L11, L12, L13, E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E17, E21
	3.5	
	3.6	
	3.7	L1, L1.1, L2, L3, L4, L5, L8, L9, L10, L11, L12, L13
	3.8	L1, L1.1, L2, L3, L4, L5, L8, L9, L10, L11, L12, L13, E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E17, E21
	3.9	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E9, E10, E17, E18, E19, E20, E21
	3.a	
	3.b	
	3.c	
	3.d	
SDG 4: Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all	4.1	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5, L12, L13
	4.2	L1, L1.1, L2, L3, L4, L5, L12, L13
	4.3	L1, L1.1, L2, L3, L4, L5, L8, L9, L12, L13
	4.4	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	4.5	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8

Sustainable Development Goal	SDG Target	Related Communication on Progress Questions
	4.6	
	4.7	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	4.1	
	4.b	
	4.c	
SDG 5: Achieve gender equality and empower all women and girls	5.1	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5, L8, L9, L12, L13
	5.2	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, G3, G4, G5, G6, G6.1,G7,G7.1, G8, G8.1, G9
	5.3	
	5.4	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5, L8, L9, L12, L13
	5.5	L1, L1.1, L2, L3, L4, L5, L8, L9, L12, L13, G3, G4, G5, G6, G6.1,G7,G7.1, G8, G8.1, G9, G12
	5.6	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	5.a	
	5.b	
	5.c	
SDG 6: Ensure availability and sustainable management of water and sanitation for all	6.1	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E12, E13, E21
	6.2	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	6.3	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E12, E13, E17, E18, E19, E20, E21
	6.4	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E12, E13, E21
	6.5	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E12, E13, E21

Sustainable Development Goal	SDG Target	Related Communication on Progress Questions
SDG 7: Ensure access to affordable, reliable, sustainable and modern energy for all	6.6	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E12, E13, E14, E15, E16, E21
	6.a	
	6.b	
	7.1	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E9, E10, E21
	7.2	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E9, E10, E21
	7.3	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E9, E10, E21
	7.a	
	7.b	
SDG 8: Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all	8.1	G1, G2, G3, G4, G5, G6,G6.1, G7, G7.1, G8, G8.1, G9, G13
	8.2	
	8.3	G1, G2, G3, G4, G5, G6,G6.1, G7, G7.1, G8, G8.1, G9, G13, L1, L1.1, L2, L3, L4, L5
	8.4	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E9, E10, E21
	8.5	G1, G2, G3, G4, G5, G6, G6.1, G7, G7.1, G8, G8.1, G9, G12, G13, L1, L1.1, L2, L3, L4, L5, L6, L7, L8, L9
	8.6	L1, L1.1, L2, L3, L4, L5, L12, L13
	8.7	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5, L12, L13, G1, G2, G3, G4, G5, G6, G6.1, G7, G7.1, G8, G8.1, G9, G12, G13
	8.8	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5, L12, L13, G1, G2, G3, G4, G5, G6, G6.1, G7, G7.1, G8, G8.1, G9, G12, G13
	8.9	
	9	
	8.a	

Sustainable Development Goal	SDG Target	Related Communication on Progress Questions
SDG 9: Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation	8.b	
	9.1	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	9.2	L1, L1.1, L2, L3, L4, L5, L12, L13
	9.3	
	9.4	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E9, E10, E12, E13, E21
	9.5	E10
	9.a	
	9.b	
	9.c	
SDG 10: Reduce inequality within and among countries	10.1	L1, L1.1, L2, L3, L4, L5, L12, L13
	10.2	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5, L12, L13
	10.3	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, L1, L1.1, L2, L3, L4, L5, L12, L13
	10.4	L1, L1.1, L2, L3, L4, L5, L12, L13
	10.5	
	10.6	
	10.7	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	10.a	
	10.b	
	10.c	

Sustainable Development Goal	SDG Target	Related Communication on Progress Questions
SDG 11: Make cities and human settlements inclusive, safe, resilient and sustainable	11.1	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8
	11.2	
	11.3	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E6, E6.1, E7, E8, E9, E10, E12, E13, E21
	11.4	
	11.5	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E9, E10, E12, E13, E21
	11.6	
	11.7	
	11.a	
	11.b	
	11.c	
SDG 12: Ensure sustainable consumption and production patterns	12.1	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E9, E10, E12, E13, E21
	12.2	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E9, E10, E12, E13, E14, E15, E16, E18, E19, E20, E21
	12.3	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E18, E21
	12.4	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E6, E6.1, E7, E8, E9, E10, E12, E13, E14, E15, E16, E17, E18, E19, E20, E21
	12.5	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E18, E19, E20, E21
	12.6	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E21
	12.7	
	12.8	
	12.a	
	12.b	

Sustainable Development Goal	SDG Target	Related Communication on Progress Questions
SDG 13: Take urgent action to combat climate change and its impacts	12.c	
	13.1	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E6, E6.1, E7, E8 E21
	13.2	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E6, E6.1, E7, E8 E21
	13.3	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E6, E6.1, E7, E8 E21
	13.a	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E6, E6.1, E7, E8 E21
	13.b	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E6, E6.1, E7, E8 E21
SDG 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development	14.1	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E14, E15, E16, E18, E19, E20, E21
	14.1	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E14, E15, E16, E18, E19, E20, E21
	14.1	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E6, E6.1, E7, E8 E21
	14.1	
	14.1	
	14.1	
	14.1	
	14.a	
	14.b	
	14.c	
SDG 15: Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, halt and reverse land degradation and halt biodiversity loss	15.1	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E14, E15, E16, E18, E19, E20, E21
	15.2	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E14, E15, E16, E18, E19, E20, E21
	15.3	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E14, E15, E16, E18, E19, E20, E21

Sustainable Development Goal	SDG Target	Related Communication on Progress Questions
	15.4	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E14, E15, E16, E18, E19, E20, E21
	15.5	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E14, E15, E16, E18, E19, E20, E21
	15.6	
	15.7	
	15.8	
	15.9	
	15.a	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E14, E15, E16, E18, E19, E20, E21
	15.b	E1, E1.1, E2, E3, E4, E4.1, E4.2, E5, E10, E14, E15, E16, E18, E19, E20, E21
	15.c	
SDG 16: Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels	16.1	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, G1, G2, G3, G4, G5, G6,G6.1, G7, G7.1, G8, G8.1, G9, G13
	16.2	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, G1, G2, G3, G4, G5, G6,G6.1, G7, G7.1, G8, G8.1, G9, G13
	16.3	HR1, HR2, HR2.1, HR3, HR4, HR5, HR6, HR7, HR8, G1, G2, G3, G4, G5, G6,G6.1, G7, G7.1, G8, G8.1, G9, G13
	16.4	G1, G2, G3, G4, G5, G6,G6.1, G7, G7.1, G8, G8.1, G9, G13, AC1, AC1.1, AC2, AC3, AC3.1, AC4, AC5, AC6, AC7, AC8
	16.5	G1, G2, G3, G4, G5, G6,G6.1, G7, G7.1, G8, G8.1, G9, G13, AC1, AC1.1, AC2, AC3, AC3.1, AC4, AC5, AC6, AC7, AC8
	16.6	G1, G2, G3, G4, G5, G6,G6.1, G7, G7.1, G8, G8.1, G9, G13, G14, G14.1, AC1, AC1.1, AC2, AC3, AC3.1, AC4, AC5, AC6, AC7, AC8
	16.7	G1, G2, G3, G4, G5, G6,G6.1, G7, G7.1, G8, G8.1, G9, G12, G13

Sustainable Development Goal	SDG Target	Related Communication on Progress Questions
SDG 17: Strengthen the means of implementation and revitalize the global partnership for sustainable development	16.8	
	16.9	
	16.10	G1, G2, G3, G4, G5, G6,G6.1, G7, G7.1, G8, G8.1, G9, G13, G14, G14.1
	16.a	
	16.b	
	17.1	
	17.2	
	17.3	
	17.4	
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	17.6	
	17.7	
	17.8	
	17.9	
	17.10	
	17.11	
	17.12	
	17.13	

Sustainable Development Goal	SDG Target	Related Communication on Progress Questions
	17.14	
	17.15	
	17.16	
	17.17	
	17.18	
	17.19	

GLOSSARY

Term	Definition
biodiversity	"Biological diversity" means the variability among living organisms from all sources including, inter alia, terrestrial, marine and other aquatic ecosystems and the ecological complexes of which they are part; this includes diversity within species, between species and of ecosystems. Source: Convention on Biological Diversity (CBD)
business relationships	Relationships directly linked to a company's operations, products or services, including business partners, entities in the value chain, State or non-State entities, indirect relationships in the value chain and/or minority and majority shareholding positions in joint ventures. Source: Glossary : UN Guiding Principles Reporting Framework (ungpreporting.org)
business partner	"Entities with which a company has some form of direct and formal engagement for the purpose of meeting its business objectives. This includes but is not limited to contractual relationships. Examples include joint venture partners, vendors, franchisees or licensees, business customers, clients, governments, suppliers, contractors and consultants." Source: Glossary : UN Guiding Principles Reporting Framework (ungpreporting.org)
chemical spill	Accidental release of a hazardous substance that can affect human health, land, vegetation, water bodies and ground water. Source: Sustainability Reporting Guidelines - GRI
child labour	The term "child labour" is often defined as work that deprives children of their childhood, their potential and their dignity, and that is harmful to physical and mental development. It refers to work that is mentally, physically, socially or morally dangerous and harmful to children and/or interferes with their schooling by depriving them of the opportunity to attend school, obliging them to leave school prematurely or requiring them to attempt to combine school attendance with excessively long and heavy work. Source: International Labour Organization

climate change adaptation	Adaptation refers to adjustments in ecological, social or economic systems in response to actual or expected climatic stimuli and their effects or impacts. It refers to changes in processes, practices and structures to moderate potential damages or to benefit from opportunities associated with climate change. Source: United Nations Climate Change
CO_2e	A normalized metric for greenhouse gas emissions reported as "The amount of carbon dioxide (CO_2) emission that would cause the same integrated radiative forcing or temperature change, over a given time horizon, as an emitted amount of a greenhouse gas (GHG) or a mixture of GHGs. There are a number of ways to compute such equivalent emissions and choose appropriate time horizons. Most typically, the CO_2-equivalent emission is obtained by multiplying the emission of a GHG by its global warming potential (GWP) for a 100-year time horizon. For a mix of GHGs it is obtained by summing the CO_2-equivalent emissions of each gas. CO_2-equivalent emission is a common scale for comparing emissions of different GHGs, but does not imply equivalence of the corresponding climate change responses. There is generally no connection between CO_2-equivalent emissions and resulting CO_2-equivalent concentrations." Source: IPCC
code of conduct	A company's code of conduct is a policy that outlines principles and standards that all employees and third parties acting on behalf of the company must follow. The code of conduct reviews the organization's mission and values and ties these ideals to professional behavior standards. In many workplaces, codes of conduct become benchmarks of performance. Source: GAN Integrity
Collective Action	Coordinated effort among a group of people and/or institutions within an agreed-upon process in support of a common goal. Source: Pacific Institute and Shift (Please see also 'Collective Action against corruption)

Collective Action against corruption	"Collective Action is a collaborative and sustained process of cooperation between stakeholders. It increases the impact and credibility of individual action, brings vulnerable individual players into an alliance of like-minded organizations and levels the playing field between competitors. Collective Action can complement or temporarily substitute for and strengthen weak local laws and anti-corruption practices." Collective Action usually involves various stakeholders, including companies, civil society and government. The four major types of Collective Action are Anti-corruption declaration, Principle-based initiative, Integrity pact and Certifying business coalition. Source: World Bank Institute
collective bargaining	"All negotiations which take place between one or more employers or employers' organizations, on the one hand, and one or more workers' organizations (trade unions), on the other, for determining working conditions and terms of employment or for regulating relations between employers and workers Note 1: Collective agreements can be at the level of the organization; at the industry level, in countries where that is the practice; or at both. Note 2: Collective agreements can cover specific groups of workers; for example, those performing a specific activity or working at a specific location. Note 3: This definition is based on the International Labour Organization (ILO) Convention 154, 'Collective Bargaining Convention', 1981." Source: GRI Standards Glossary
collective bargaining agreements	"Written legal contracts between an employer and a union representing the employees. These agreements can be at the sector, national, regional, organizational, or workplace level." Source: SAM - CSA companion
corruption	"'Abuse of entrusted power for private gain,' which can be instigated by individuals or organizations. Note: In the GRI Standards, corruption includes practices such as bribery, facilitation payments, fraud, extortion, collusion, and money laundering. It also includes an offer or receipt of any gift, loan, fee, reward, or other advantage to or from any person as an inducement to do something that is dishonest, illegal, or a breach of trust in the conduct of the enterprise's business. This can include cash or in-kind benefits, such as free goods, gifts, and holidays, or special personal services provided for the purpose of an improper advantage, or that can result in moral pressure to receive such an advantage." Source: GRI Standards Glossary
decent work	Decent work sums up the aspirations of people in their working lives. It involves opportunities for work that are productive and deliver a fair income, security in the workplace and social protection for families, better prospects for personal development and social integration, freedom for people to express their concerns, organize and participate in the decisions that affect their lives and equality of opportunity and treatment for all women and men. Source: International Labour Organization

due diligence	"Refers to a process to identify, prevent, mitigate and account for how an organization addresses its actual and potential negative impacts." Source: GRI Standards Glossary
ecosystem restoration	Ecosystem restoration is defined as "a process of reversing the degradation of ecosystems, such as landscapes, lakes and oceans to regain their ecological functionality; in other words, to improve the productivity and capacity of ecosystems to meet the needs of society. This can be done by allowing the natural regeneration of overexploited ecosystems or by planting trees and other plants" (UNEP, 2019). Source: International Union for Conservation of Nature (IUCN)
employee	Individual who is in an employment relationship with the organization, according to national law or its application. Does not include contractors, vendors or external consultants. Source: GRI Standards Glossary
energy consumption	"Total energy consumption within the organization can be calculated as follows: Non-renewable fuel consumed + renewable fuel consumed + electricity, heating, cooling, and steam purchased for consumption + self-generated electricity, heating, cooling, and steam which are not consumed - electricity, heating, cooling and steam sold. (This amount represents the denominator of the indicator) For renewable energy computation, ISAR recommends reporting in joules." Source: UNCTAD ISAR

environmentally friendly products / services	Environmentally friendly products and services include: 1. Products that have been certified as environmentally sustainable by a third-party. Per SASB CG-MR-410a.1., "Third-party certification is defined as review by an independent organization that determines that the final product complies with specific standards. A product is considered to be certified to an environmental or social sustainability standard if: a) It has achieved certification through a government program, including, but not limited to, the U.S. Environmental Protection Agency (EPA) Star and Water Sense programs, U.S. Department of Agriculture (USDA) Certified Organic, or is listed in the EPA's Comprehensive Procurement Guidelines (CPG) directory. b) It has achieved certification to a third-party environmental or social sustainability standard or sustainability standards promulgated by organizations including, but not limited to, the American National Standards Institute (ANSI) or ASTM International, Fair Trade Certified, Forestry Stewardship Council (FSC), Sustainable Forestry Initiative (SFI), Rainforest Alliance Certified, BPI Compostable, Cradle to Cradle, Green Seal, or Marine Stewardship Council. A product with third-party certification shall be considered certified regardless of what level or tier of certification it received. The scope of disclosure includes third-party certifications that are based on either environmental or social best practices or both environmental and social best practices." 2. The products or services that align with the EU taxonomy for sustainable activities. Source: Taxonomy: Final report of the Technical Expert Group on Sustainable Finance
first tier	Vendors with a direct contractual relationship with the buyer. Foes not include sub-contracted service providers and suppliers further down the supply chain, many of which are SMEs. Source: ILO: Getting Beyond Tier 1: Using a systems approach to improve working conditions in global supply chains
forced labour	All work or service that is exacted from any person under the threat of a penalty and for which the person has not offered himself or herself voluntarily. Source: ILO Forced Labour Convention, 1930 (No. 29)
freedom of association	"Right of employers and workers to form, to join and to run their own organizations without prior authorization or interference by the state or any other entity." Source: GRI Standards Glossary

hazardous air pollutants (HAP)	Hazardous air pollutants, also known as toxic air pollutants or air toxics, are those pollutants that are known or suspected to cause cancer or other serious health effects, such as reproductive effects or birth defects, or adverse environmental effects. Examples of toxic air pollutants include benzene, which is found in gasoline; perchloroethylene, which is emitted from some dry-cleaning facilities; and methylene chloride, which is used as a solvent and paint stripper by a number of industries. Examples of other listed air toxics include dioxin, asbestos, toluene and metals such as cadmium, mercury, chromium and lead compounds. Source: United States Environmental Protection Agency
hazardous materials	1) A physical or chemical agent capable of causing harm to persons, property, animals, plants or other natural resources. (Source: GEMET- FFD/HMD); 2) Any material that poses a threat to human health and/or the environment. Typical hazardous substances are toxic, corrosive, ignitable, explosive or chemically reactive. (Source: GEMET/LEE); Source: InforMEA - Information on Multilateral Environmental Agreements
hazardous waste	Waste can be classified according to the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal (Basel Convention), which has defined a list of hazardous characteristics. Source: UNCTAD ISAR
highest governance body	"Formalized group of persons charged with ultimate authority in an organization. Note: In instances where the highest governance body consists of two tiers, both tiers are to be included." Source: GRI Standards Glossary
human rights	"Human rights are rights we have simply because we exist as human beings - they are not granted by any state. These universal rights are inherent to us all, regardless of nationality, sex, national or ethnic origin, color, religion, language, or any other status. They range from the most fundamental - the right to life - to those that make life worth living, such as the rights to food, education, work, health, and liberty." Source: OHCHR	What are Human Rights
key biodiversity areas (KBA)	Regions dedicated to the preservation of biodiversity, natural areas or cultural heritage. Geographic Information Systems data for global key biodiversity areas can be downloaded from Source: KBA: Key Biodiversity Areas. Alternative, more granular boundaries may be published by government agencies. For example, within the United States, the USGS produces an inventory of U.S. terrestrial and marine protected areas (Protected Areas Database). Source: United States Geological Survey

labour rights	Workers' rights encompass a large array of human rights from the right to decent work and freedom of association to equal opportunity and protection against discrimination. Specific rights related to the workplace include health and safety in the workplace and the right to privacy at work, among many others. Given the relationship between workers, employers and the state, worker's rights are where business and human rights most often intersect. Workers' rights at the international level are laid out in a number of human rights conventions and treaties including the Universal Declaration on Human Rights (Articles 23 and 24, 1948) and the International Covenant on Economic, Social and Cultural Rights (1966). Since 1919, the International Labour Organization (ILO) has developed a system of international labour standards. These are legal instruments drawn up by the ILO's constituents (governments, employers and workers) setting out basic principles and rights at work. The ILO's Governing Body has identified eight conventions as "fundamental," which address freedom of association, collective bargaining, equal remuneration, non- discrimination and eliminating forced and child labour. Other non-fundamental ILO Conventions cover issues including wages, working hours, occupational health to safety, maternity protection and social security. The ILO has likewise developed several gender equality standards, including the principle of equal remuneration for men and women workers for work of equal value (Equal Remuneration Convention); the prohibition of discrimination on the basis of, among others, sex (Discrimination (Employment and Occupation) Convention); the provision of equal opportunities and equal treatment for workers with family responsibilities to engage in employment (Workers with Family Responsibilities Convention); and the provision on supporting women's reproductive rights (Maternity Protection Convention). Source: The Danish Institute for Human Rights
limited assurance	A level of assurance that is less than that provided in an audit. The objective of a limited assurance engagement is a reduction in assurance engagement risk to a level that is acceptable in the circumstances of the assurance engagement, but where that risk is greater than for a reasonable assurance engagement, as the basis for a negative form of expression of the appointed auditor's conclusion. A limited assurance engagement is commonly referred to as a review. Source: Auditing and Assurance Standards Board GS 012
local communities	"Persons or groups of persons living and/or working in any areas that are economically, socially or environmentally impacted (positively or negatively) by an organization's operations Note: The local community can range from persons living adjacent to an organization's operations, to those living at a distance who are still likely to be impacted by these operations." Source: GRI Standards Glossary

low carbon-products/services	Despite the increasing focus on low-carbon investments, there is no precise and generally accepted definition of low-carbon products/ services. It can be loosely defined as a product or service that leads to an absolute reduction in GHG emissions or reduced carbon intensity of an activity. To define whether a product or service is low-carbon, CDP encourages the use of existing industry taxonomies and frameworks such as the Climate Bonds Taxonomy, the Global Investor Coalition on Climate Change's Low Carbon Investment Registry and the EU Taxonomy for Environmentally Sustainable Economic Activities. Source: Guidance & questionnaires - CDP
mission statement	Describes what business an organization is in (and what it isn't) both now and projecting into the future. Its aim is to provide focus for management and staff. Source: Harvard Business Review
non-binary	Most people—including most transgender people—are either male or female. But some people don't neatly fit into the categories of "man" or "woman," or "male" or "female." For example, some people have a gender that blends elements of being a man or a woman, or a gender that is different than either male or female. Some people don't identify with any gender. Some people's gender changes over time. People whose gender is not male or female use many different terms to describe themselves, with "non-binary" being one of the most common. Other terms include genderqueer, agender and bigender. None of these terms mean exactly the same thing, but all speak to an experience of gender that is not simply male or female. Source: National Center for Transgender Equality
Non-executive board	Independent or external members of the board of directors for a company who are not part of the executive management team.
NOx	Nitrogen oxides, including NO and NO_2, are poisonous gasses that frequently result from the combustion of fuel at high temperature. As a highly reactive gas and strong oxidant, it is a major contributor to smog and acid rain. Source: US EPA
occupational safety and health	"Occupational safety and health is identified as the discipline dealing with the prevention of work-related injuries and diseases as well as the protection and promotion of the health of workers." Source: International Labour Organization
particulate matter (PM10)	Particles with a diameter less than or equal to 10 micrometres. These particles can be derived from point sources (e.g., construction sites, smoke stacks) or be due to chemical reactions in the atmosphere. Due to their small size, they are easily inhaled and can cause lung damage or, in some cases, be absorbed by a person's blood stream. Source: US EPA

persistent organic pollutants (POPs)	Class of toxic chemicals with adverse health effects. Many persistent organic pollutants are synthetic compounds used in industrial and agricultural processes (e.g., PCBs, DDT), but they can also include industrial biproducts, such as dioxin. There are a number of POPs regulated under the Stockholm Convention, including: -aldrin -chlordane -dichlorodiphenyl trichloroethane (DDT) -dieldrin -endrin -heptachlor -hexachlorobenzene -mirex -toxaphene -polychlorinated biphenyls (PCBs) -polychlorinated dibenzo-p-dioxins(dioxins) -polychlorinated dibenzofurans (furans) Source: US EPA
protected area	A geographically defined area that is designated or regulated and managed to achieve specific conservation objectives. Source: UN Convention on Biological Diversity
renewable energy	Renewable fuel sources (such as biofuels), solar energy, biomass, hydropower, geothermal energy and ocean energy, including heat from renewable sources and electricity from renewable sources. Source: UNCTAD ISAR
renewable energy certificate (REC)	Provided to companies that have purchased renewable energy. Source: UNCTAD ISAR
reasonable assurance	A high, but not absolute, level of assurance. The objective of a reasonable assurance engagement is a reduction in assurance engagement risk to an acceptably low level when the assurance engagement is the basis for a positive form of expression of an appointed auditor's conclusion. A reasonable assurance engagement is commonly referred to as an audit. Source: Guidance Statement GS 012 Prudential Reporting Requirements for Auditors of Authorised Deposit-taking Institutions

root cause analysis/investigation	"A root cause analysis allows an employer to discover the underlying or systemic, rather than the generalized or immediate, causes of an incident. Correcting only an immediate cause may eliminate a symptom of a problem, but not the problem itself." Source: OSHA – The Importance of Root Cause Analysis During Incident Investigation
senior leadership level position	Please refer to ISAR C.1.1.
single-use plastics	Often also referred to as disposable plastics products, these are products made wholly or partly from plastic that are not conceived, designed or placed in the market to accomplish, within their lifespan, multiple trips or rotations by being returned to a producer for refill or re-used for the same purpose for which they were conceived. Notable examples include plastic packaging, cups for beverages, food containers, lids, cutlery, plates, straws, bags, tobacco filters and disposable face masks. Source: World Economic Forum
site	Properties that are owned, leased, rented or managed by the reporting company. Source: World Economic Forum
Scope 1 GHG emissions	"GHG emissions from sources that are owned or controlled by an organization. Note 1: A GHG source is any physical unit or process that releases GHG into the atmosphere. Note 2: Direct (Scope 1) GHG emissions can include the CO2 emissions from fuel consumption." Source: GRI Standards Glossary
Scope 2 GHG emissions	"GHG emissions that result from the generation of purchased or acquired electricity, heating, cooling, and steam consumed by an organization." Source: GRI Standards Glossary
Scope 3 GHG emissions	"Indirect GHG emissions not included in energy indirect (Scope 2) GHG emissions that occur outside of the organization, including both upstream and downstream emissions." Source: GRI Standards Glossary
SOx	An abbreviation for a class of sulphur oxides, the most prevalent being sulphur dioxide (SO_2). SO_2 typically results as a biproduct of burning fossil fuel or industrial processes such as extracting metal ore. It acts as a respiratory irritant and can also contribute to the formation of particulate matter and haze. Source: US EPA
supply chain	"Sequence of activities or parties that provides products or services to an organization." Source: GRI Standards Glossary

sustainable development	"Development that meets the needs of the present without compromising the ability of future generations to meet their own needs Note 1: Sustainable development encompasses three dimensions: economic, environmental and social. Note 2: Sustainable development refers to broader environmental and societal interests, rather than to the interests of specific organizations. Note 3: In the GRI Standards, the terms 'sustainability' and 'sustainable development' are used interchangeably" Source: GRI Standards Glossary
The Sustainable Development Goals (SDGs)	A universal call to action to end poverty, protect the planet and improve the lives and prospects of everyone, everywhere. The 17 Goals were adopted by all UN Member States in 2015, as part of the 2030 Agenda for Sustainable Development, which set out a 15-year plan to achieve the Goals. The SDGs are the blueprint to achieve a better and more sustainable future for all. They address the global challenges we face, including poverty, inequality, climate change, environmental degradation, peace and justice. Source: UN Sustainable Development Goals
third-party water	Municipal water suppliers and municipal wastewater treatment plants, public or private utilities, and other organizations involved in the provision, transport, treatment, disposal or use of water and effluent. Source: GRI Standards Glossary
UN Global Compact's Sustainable Ocean Principles	Provide a framework (ocean health and productivity, governance and engagement, and data and transparency) for responsible business practices across sectors and geographies. They build upon and supplement the Ten Principles of the United Nations Global Compact on human rights, labour, environment and anti-corruption. Source: The United Nations Global Compact
under-represented social group	"Population that, relative to its numbers in a given society, has less opportunity to express its economic, social, or political needs and views Note: Specific groups included under this definition are not uniform for every organization. An organization identifies relevant groups based on its operating context" Source: gri-standard-glossary-2020.pdf (globalreporting.org)
value chain	"An organization's value chain encompasses the activities that convert input into output by adding value. It includes entities with which the organization has a direct or indirect business relationship and which either (a) supply products or services that contribute to the organization's own products or services, or (b) receive products or services from the organization. Note 1: This definition is based on United Nations (UN), The Corporate Responsibility to Respect Human Rights: An Interpretive Guide, 2012. Note 2: The value chain covers the full range of an organization's upstream and downstream activities, which encompass the full life cycle of a product or service, from its conception to its end use." Source: GRI Standards Glossary

volatile organic compounds	Chemical compounds, frequently gases, that have low vapor pressure and low water solubility. Typically, they are man-made chemicals found in paints, pharmaceuticals, refrigerants, glues and adhesives, fuels, cleaning supplies, pesticides, building materials, home furnishings and more. Source: US EPA
vulnerable group	"Set or subset of persons with some specific physical, social, political, or economic condition or characteristic that places the group at a higher risk of suffering a burden, or at a risk of suffering a disproportionate burden of the social, economic or environmental impacts of the organization's operations Note 1: Vulnerable groups can include children and youth, the elderly, people with disabilities, ex-combatants, the internally displaced, refugees or returning refugees, HIV/AIDS-affected households, indigenous peoples, and ethnic minorities. Note 2: Vulnerabilities and impacts can differ by gender." Source: GRI Standards Glossary
waste	"Waste is intended as a non-product output with a negative or zero market value. Water and air polluting emissions - although they are non-product output - are not regarded as waste." Source: UNCTAD ISAR
water consumption	Sum of all water that has been withdrawn and incorporated into products, used in the production of crops or generated as waste, has evaporated, transpired, or been consumed by humans or livestock, or is polluted to the point of being unusable by other users, and is therefore not released back to surface water, groundwater, seawater or a third party over the course of the reporting period. Note 1: Water consumption includes water that has been stored during the reporting period for use or discharge in a subsequent reporting period. Note 2: This definition is based on CDP, CDP Water Security Reporting Guidance, 2018. Source: CDP Water Security 2019 Questionnaire
water intensity	A metric providing the relationship between a volumetric aspect of water and a unit of production, financial metric or any other unit. Source: CDP Water Security 2019 Reporting Guidance

water stress	Refers to the ability, or lack thereof, to meet human and ecological demand for freshwater. Compared with scarcity, water stress is a more inclusive and broader concept. It considers several physical aspects related to water resources, including water availability, water quality and the accessibility of water (i.e., whether people can make use of physically available water supplies), which is often a function of the sufficiency of infrastructure and the affordability of water, among other things. Both water consumption and water withdrawals provide useful information that offers insight into relative water stress. Water stress has a subjective elements and is assessed differently depending on societal values. For example, societies may have different thresholds for what constitutes sufficiently clean drinking water or the appropriate level of environmental water requirements to be afforded to freshwater ecosystems, and thus assess stress differently. Note: Definitions of water stress vary across organizations. In line with the Alliance for Water Stewardship, the definition from the CEO of Water Mandate's Corporate Water Disclosure Guidelines, 2014 is used. Source: CEO Water Mandate
water withdrawal	The volume of freshwater abstraction from surface or groundwater. Part of the freshwater withdrawal will evaporate, another part will return to the catchment where it was withdrawn, and yet another part may return to another catchment or the sea. Source: CEO Water Mandate
whistle-blowing policy	A process that offers protection for individuals that want to reveal illegal, unethical or dangerous practices. An efficient whistle-blower mechanism prescribes clear procedures and channels to facilitate the reporting of wrongdoing and corruption, defines the protected disclosures, outlines the remedies and sanctions for retaliation. Source: GRESB Infrastructure 2021 - Asset Reference Guide

ACKNOWLEDGEMENTS

THE TEN PRINCIPLES OF THE UNITED NATIONS GLOBAL COMPACT

HUMAN RIGHTS

1. Businesses should support and respect the protection of internationally proclaimed human rights; and

2. make sure that they are not complicit in human rights abuses.

LABOUR

3. Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

4. the elimination of all forms of forced and compulsory labour;

5. the effective abolition of child labour; and

6. the elimination of discrimination in respect of employment and occupation.

ENVIRONMENT

7. Businesses should support a precautionary approach to environmental challenges;

8. undertake initiatives to promote greater environmental responsibility; and

9. encourage the development and diffusion of environmentally friendly technologies.

ANTI-CORRUPTION

10. Businesses should work against corruption in all its forms, including extortion and bribery.

United Nations
Global Compact

ABOUT THE UNITED NATIONS GLOBAL COMPACT

As a special initiative of the UN Secretary-General, the United Nations Global Compact is a call to companies everywhere to align their operations and strategies with Ten Principles in the areas of human rights, labour, environment and anti-corruption. Our ambition is to accelerate and scale the global collective impact of business by upholding the Ten Principles and delivering the Sustainable Development Goals through accountable companies and ecosystems that enable change.

With more than 14,000 companies and 3,800 non-business signatories based in over 160 countries, and 69 Local Networks, the UN Global Compact is the world's largest corporate sustainability initiative. One Global Compact uniting business for a better world.

For more information, follow **@globalcompact** on social media and visit our website at unglobalcompact.org