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Annual ESG Practices and Policies Report Data Guide

Email Address

String.

Year of Report

Date.

Which company?

String

Do you have the following policies in place: [Code of Ethics]

Yes/No.

Do you have the following policies in place: [Whistleblower Policy]

Yes/No.

Do you have the following policies in place: [Cyber Security Policy]

Yes/No.

Do you have the following policies in place: [Conflict of Interest Policy]

Yes/No.

Do you have the following policies in place: [Regulatory Compliance Policy]

Yes/No.

Do you have the following policies in place: [Certifications of Industry Standards]

Yes/No.

% of Executives trained on Cyber Security

Decimal.

% of Company trained on Sustainability?

Decimal.

If applicable, please describe: [Sustainability training or program]

String.

% of Locations that are ISO Certified

Decimal.

How many of your sites are need of environmental remediation?

Integer.

Do your employees have access to the following benefits? [Health insurance]

Yes/No.

Do your employees have access to the following benefits? [Paid sick leave]

Yes/No.

Do your employees have access to the following benefits? [Retirement savings (401(k), Roth IRA, etc.)]

Yes/No.

Do your employees have access to the following benefits? [Maternity/Paternity leave]

Yes/No.

Do your employees have access to the following benefits? [Education benefits]

Yes/No.

What percentage of your company is employee-owned?

Decimal.

How many of your employees are part of a union?

Integer.

Do you provide any volunteer opportunities or time off for their volunteering for your employees?

Yes/No.

How many total hours of volunteering were documented last year?

Integer.

Do you provide any donation matching for your employees?

Yes/No.

What was the total amount matched by the company for employee donations last year? (in dollars)

Integer.

Did the company make any donations, either in-kind or actual, to the community?

Yes/No.

What was the total value of donations made by the company to the community last year? (in dollars)

Integer.

How many Directors are currently on your Board?

Integer.

How many of your Directors are Women?

Integer.

How many of your Directors are Persons of Color?

Integer.

How many of your Directors are Independent?

Integer.

Are the following committees active? [Audit]

Yes/No.

Are the following committees active? [Compensation]

Yes/No.

Are the following committees active? [ESG]



Yes/No.

What is the total number of corporate leaders that are Vice Presidents or above?

Integer.

How many corporate leaders that are Vice Presidents or above are Women?

Integer.

How many corporate leaders that are Vice Presidents or above are Persons of Color?

Integer.

How many corporate leaders that are Vice Presidents or above are of Hispanic or Latinx ethnicity?

Integer.

Additional Guidelines

Integers are whole numbers and can be positive or negative.

Decimal data types for percentages are expressed as 0.90 for 90%. Decimals for all other values are expressed as either positive or negative and may include up to four significant digits.

Dollar values are Decimal types.