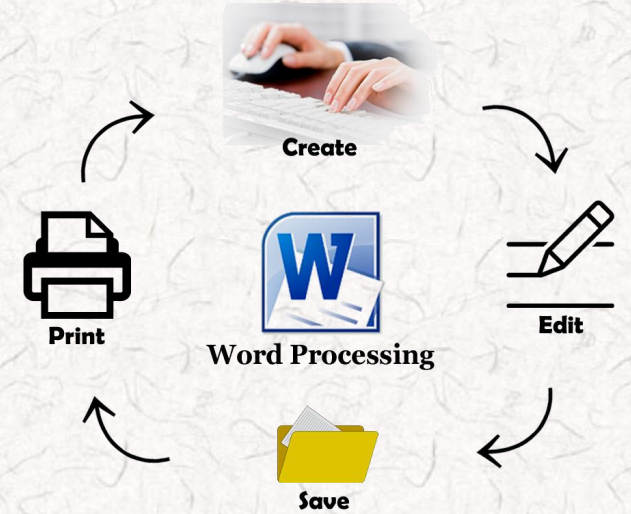


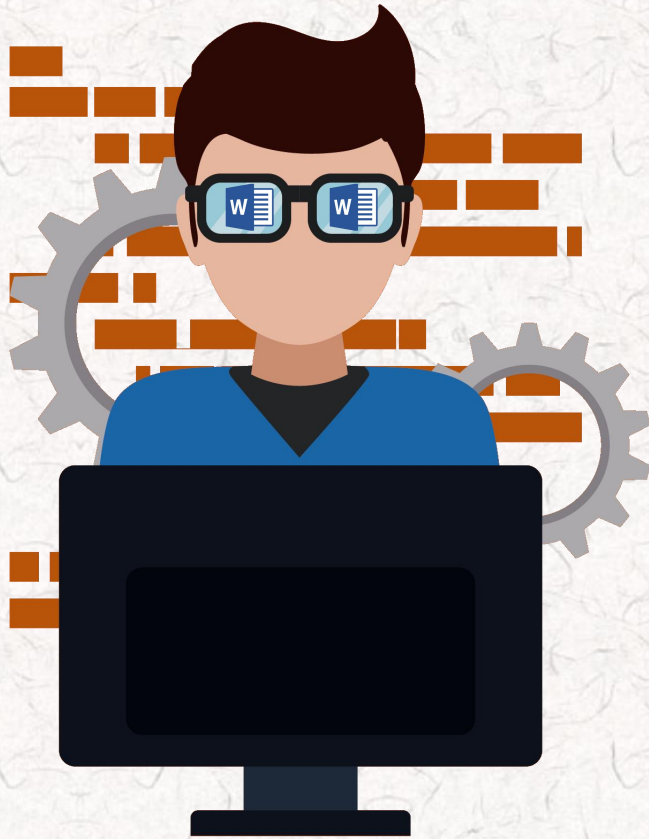
Word Processing



Class V
lab 13



MS Word



Microsoft Office Word allows you to create and edit personal and business documents



For Making Report

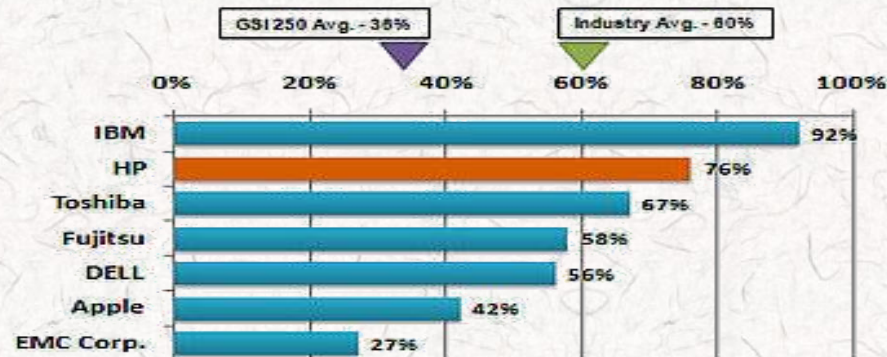
word is used to make business report

SmartView™ Sustainable 250



2008 Global Outlook | Sector Analysis
Sector: Information Technology | Industry: Computers & Peripherals

Environmental Performance Indicators | 2008 Reporting Percentage



Environmental Performance Indicators | 2008 SCORE



#15
ESG Rank



Hewlett-Packard Co.
(Exchange: NYSE, Ticker: HPO)

2009 SmartView™ Sustainability Score: **56.9**

Reporting

HP reported an above average percentage of EPIs, including all applicable indicators regarding Energy Use, greenhouse gas emissions and Waste Production. HP can improve its reporting percentage by reporting the amount of water recycled, and disclosing emissions of NOx, SOx, VOCs and chemicals to water, since other companies in the industry have reported significant amounts of these pollutants. Also needed is disclosure of Environmental provisions in the balance sheet; competitors have reported hundreds of millions of dollars in environmental risk.

Performance

Environmental performance is slightly above average for the industry, driven by 100% ISO-14001 certification of global sites and 80% waste recycling. Energy performance is average for reporting companies in the industry, as is water use and greenhouse gas emissions. Improvement is needed in waste production- HP reported the most hazardous waste of any company in the industry- and in renewable energy use, which represents only 3% of all energy consumed.



For Making Resume

word is used to
make resume





How to Open

Step 1: From the desktop or from your 'Start' menu, open Microsoft Word.



