

Investor CDP 2013 Information Request

The following set of questions form the Investor CDP 2013 Information Request. Companies are asked to answer these questions in the Online Response System (ORS) provided by CDP through its website. As such, this document is a representation of the request and whilst the questions will remain the same, the format may differ online particularly where drop down options and tables have been included for ease of response. Guidance will be available from January 2013 which will detail all of the options available and provide screen shots of the ORS to aid companies in completing the request.

We request a reply to the following questions by 30 May 2013.

Please respond to the information request using our Online Response System (ORS). In early February 2013, instructions on how to access the ORS will be sent to you by e-mail. If you are unable to respond via the ORS, please e-mail respond@cdproject.net. You may also be asked to share your response to these investors with the members of CDP's Supply Chain and Public Procurement programs if they are your customers. In this case, you will be notified by email in early April 2013 and asked for your approval for this.

We encourage companies to consult the Investor CDP 2013 reporting guidance, (see <https://www.cdproject.net/guidance>), and to use the guidance within the ORS. Please answer the questions as comprehensively as possible. Where you do not have all of the information requested, please respond with what you have as this is more valuable to us than no response.

We encourage companies to assess the relevance of questions in accordance with the principles of "The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Revised Edition)" developed by the World Resources Institute and the World Business Council for Sustainable Development (www.ghgprotocol.org). According to these principles, which are also set out in the CDP guidance, information is relevant if it contains the detail that users, both internal and external to the company, need for their decision-making.

Where questions have been amended from 2012 to 2013 this is indicated next to the relevant questions. Please note that the reporting period for which you will be providing data, along with the currency in which you wish to report, will be collected on a page of the ORS prior to the start of the CDP 2013 questionnaire.

Sector-specific Question Modules and Instructions

In addition to questions 1-14 that follow, specific questions have been prepared for companies in the Electric Utility, Auto and Auto Component Manufacture, Oil and Gas and ICT sectors. This is part of a strategic move by CDP to a more sector based approach. These modules will be presented within the ORS and can be previewed at: <https://www.cdproject.net/Docs/Investor-CDP-2013-Sector-Modules.pdf>. Companies with businesses in these sectors should answer questions 1-14 for all businesses within their consolidated boundary and provide information specific to businesses in those sectors in answer to the additional questions.

CDP Questionnaire License Fee:

The copyright to CDP's annual questionnaire/s is owned by Carbon Disclosure Project, a registered charity number 1122330 and a company limited by guarantee, registered in England number 05013650. Any use of any part of the questionnaire, including the questions, must be licensed by Carbon Disclosure Project. Any unauthorized use is prohibited and Carbon Disclosure Project reserves the right to protect its copyright by all legal means necessary.

Contact license@cdproject.net for details.

Management

1. Governance

Group and Individual Responsibility

1.1 Where is the highest level of direct responsibility for climate change within your company?

If Individual/Sub-set of the Board or other committee appointed by the Board; Senior Manager/Officer; or, Other Manager/Officer:

1.1a Please identify the position of the individual or name of the committee with this responsibility

Individual Performance

1.2 Do you provide incentives for the management of climate change issues, including the attainment of targets?

If yes: 1.2a Please complete the table

Who is entitled to benefit from these incentives?	The type of incentives	Incentivized performance indicator

2. Strategy

Risk Management Approach

2.1 Please select the option that best describes your risk management procedures with regard to climate change risks and opportunities

If integrated into multi-disciplinary company wide risk management processes; or a specific climate change risk management process:

2.1a Please provide further details

Business Strategy

2.2 Is climate change integrated into your business strategy?

If yes: 2.2a Please describe the process and outcomes

If no: 2.2b Please explain why not

Engagement with Policy Makers (CDP 2012 Q2.3, amended)

2.3 Do you engage in activities that could either directly or indirectly influence policy on climate change through any of the following? (tick all that apply)

- ☐ Direct engagement
 ☐ Trade associations
 ☐ Funding research organizations
 ☐ Other
 ☐ No

If "Direct engagement" is ticked:

2.3a On what issues have you been engaging directly?

Focus of legislation	Corporate position	Details of engagement	Proposed solution

Management

If “Trade associations” is ticked:

2.3b Are you on the Board of any trade associations or provide funding beyond membership?

If yes: 2.3c Please enter the details of those trade associations that are likely to take a position on climate change legislation

Trade association	Is your position on climate change consistent with theirs?	Please explain the trade association's position	How have you, or are you attempting to, influence the position

If “Funding research organizations” is ticked:

2.3d Do you publically disclose a list of all the research organizations that you fund?

2.3e Do you fund any organizations to produce public work on climate change?

If yes: 2.3f Please describe the work and how it aligns with your own strategy on climate change

If “Other” is ticked:

2.3g Please provide details of the other engagement activities that you undertake

If “Direct engagement”, “Trade associations”, “Funding research organizations” or “Other” is ticked:

2.3h What processes do you have in place to ensure that all of your direct and indirect activities that influence policy are consistent with your overall climate change strategy?

If “No” is ticked:

2.3i Please explain why you do not engage with policy makers

3. Targets and Initiatives

Targets

3.1 Did you have an emissions reduction target that was active (ongoing or reached completion) in the reporting year?

If you have an absolute target:

3.1a Please provide details of your absolute target

If you have an intensity target:

3.1b Please provide details of your intensity target

3.1c Please also indicate what change in absolute emissions this intensity target reflects

The following details are requested for targets (in Questions 3.1a and 3.1b), to be inputted in tables in the ORS:

- Scope
- % of emissions in scope
- % reduction from base year
- Metric denominator (intensity targets only)
- Base year
- Base year emissions
- Target year
- Comment

Management

Direction of change anticipated in absolute Scope 1+2 emissions at target completion?	% change anticipated in absolute Scope 1+2 emissions	Direction of change anticipated in absolute Scope 3 emissions at target completion?	% change anticipated in absolute Scope 3 emissions	Comment

For both types of target, also:

3.1d Please provide details on your progress against this target made in the reporting year

% complete (time)	% complete (emissions)	Comment

If you do not have a target:

3.1e Please explain: (i) why not; and (ii) forecast how your emissions will change over the next five years

Emissions Reduction Initiatives

3.2 Does the use of your goods and/or services directly enable GHG emissions to be avoided by a third party?

If yes: 3.2a Please provide details

3.3 Did you have emissions reduction initiatives that were active within the reporting year (this can include those in the planning and/or implementation phases)

If yes, complete questions 3.3a, 3.3b and 3.3c:

3.3a Please identify the total number of projects at each stage of development, and for those in the implementation stages, the estimated CO₂e savings

Stage of development	Number of projects	Total estimated annual CO ₂ e savings in metric tonnes CO ₂ e (only for rows marked *)
Under investigation		
To be implemented*		
Implementation commenced*		
Implemented*		
Not to be implemented		

3.3b For those initiatives implemented in the reporting year, please provide details in the table below

Activity type	Description of activity	Estimated annual CO ₂ e savings (metric tonnes CO ₂ e)	Annual monetary savings (unit currency – as specified in Q0.4)	Investment required (unit currency – as specified in Q0.4)	Payback period

Management

3.3c What methods do you use to drive investment in emissions reduction activities?

Method	Comment

If no: 3.3d If you do not have any emissions reduction initiatives, please explain why not

4. Communications

4.1 Have you published information about your company's response to climate change and GHG emissions performance for this reporting year in places other than in your CDP response? If so, please attach the publication(s)

Publication	Page/Section reference	Attach the document

Risks & Opportunities

5. Climate Change Risk

- 5.1 Have you identified any climate change risks (current or future) that have the potential to generate a substantive change in your business operations, revenue or expenditure? (Tick all that apply)

Please identify the relevant categories:

- ☐ Risks driven by changes in regulation
- ☐ Risks driven by changes in physical climate parameters
- ☐ Risks driven by changes in other climate-related developments

6. Climate Change Opportunities

- 6.1 Have you identified any climate change opportunities (current or future) that have the potential to generate a substantive change in your business operations, revenue or expenditure? (Tick all that apply)

Please identify the relevant categories:

- ☐ Opportunities driven by changes in regulation
- ☐ Opportunities driven by changes in physical climate parameters
- ☐ Opportunities driven by changes in other climate-related developments

For all of the risks and/or opportunities identified, please provide the following details in the table provided in the ORS:

- Risk/Opportunity driver
- Description
- Potential impact
- Timeframe
- Direct/Indirect
- Likelihood
- Magnitude of impact

Also,

Please describe:

- i. the potential financial implications of the risk/opportunity before taking action;
- ii. the methods you are using to manage this risk/opportunity, and
- iii. the costs associated with these actions

Where risks and/or opportunities have not been identified for any of the categories:

Please explain why you do not consider your company to be exposed to these risks/opportunities that have the potential to generate a substantive change in your business operations, revenue or expenditure

Emissions

7. Emissions Methodology

Base year

7.1 Please provide your base year and base year emissions (Scopes 1 and 2)

Use the table in the ORS to provide the following details for Scopes 1 and 2:

- Base year
- Scope 1 base year emissions (metric tonnes CO₂e)
- Scope 2 base year emissions (metric tonnes CO₂e)

CDP requests companies to provide responses to questions 8, 9 and 10 for the three years prior to the current reporting year if you have not done so before or if this is the first time you have answered a CDP information request

Methodology

7.2 Please give the name of the standard, protocol or methodology you have used to collect activity data and calculate Scope 1 and Scope 2 emissions

If you have selected "Other":

7.2a Please provide details below

7.3 Please give the source for the global warming potentials you have used

Gas	Reference

7.4 Please give the emissions factors you have applied and their origin; alternatively, please attach an Excel spreadsheet with this data

Fuel/Material/Energy	Emission Factor	Unit	Reference

8. Emissions Data

Boundary

8.1 Please select the boundary you are using for your Scope 1 and 2 greenhouse gas inventory (**CDP 2012 Q8.1, amended**)

Select from

- Financial control
- Operational control
- Equity share
- Other

Companies using CCRF should select financial control as their boundary at Q8.1, report their Scope 1 and 2 emissions accordingly, and then provide their CCRF breakdown under legal structure at Q9.2e and Q10.2d.

Scope 1 and 2 Emissions Data

8.2 Please provide your gross global Scope 1 emissions figures in metric tonnes CO₂e

Emissions

8.3 Please provide your gross global Scope 2 emissions figures in metric tonnes CO₂e

8.4 Are there any sources (e.g. facilities, specific GHGs, activities, geographies, etc.) of Scope 1 and Scope 2 emissions which are not included in your disclosure?

If yes: 8.4a Please complete the table **(CDP 2012 Q8.4a, amended)**

Source	Scope	Explain why the source is excluded

Data Accuracy

8.5 Please estimate the level of uncertainty of the total gross global Scope 1 and 2 emissions figures that you have supplied and specify the sources of uncertainty in your data gathering, handling and calculations

Scope 1 emissions: Uncertainty range	Scope 1 emissions: Main sources of uncertainty	Scope 1 emissions: Please expand on the uncertainty in your data	Scope 2 emissions: Uncertainty range	Scope 2 emissions: Main sources of uncertainty	Scope 2 emissions: Please expand on the uncertainty in your data

External Verification or Assurance

8.6 Please indicate the verification/assurance status that applies to your Scope 1 emissions

If Scope 1 emissions have been subject to third party verification or assurance (complete or underway), answer questions 8.6a and 8.6b:

8.6a Please indicate the proportion of your Scope 1 emissions that are verified/assured

8.6b Please provide further details of the verification/assurance undertaken, and attach the relevant statements

Type of verification or assurance	Relevant standard	Attach the document

If "No third party verification or assurance – regulatory CEMS required" selected, answer question

8.6c: Q8.6c Please provide further details of the regulatory regime to which you are complying that specifies the use of Continuous Emissions Monitoring Systems (CEMS) **(New for CDP 2013)**

Regulation	% of emissions covered by the system	Compliance period	Evidence of submission

8.7 Please indicate the verification/assurance status that applies to your Scope 2 emissions

Emissions

If Scope 2 emissions have been subject to third party verification or assurance (complete or underway), answer questions 8.7a and 8.7b:

8.7a Please indicate the proportion of your Scope 2 emissions that are verified/assured

8.7b Please provide further details of the verification/assurance undertaken, and attach the relevant statements

Type of verification or assurance	Relevant standard	Attach the document

Carbon Dioxide Emissions from Biologically Sequestered Carbon

8.8 Are carbon dioxide emissions from biologically sequestered carbon relevant to your organization? **(CDP 2012 Q8.8, amended)**

If yes: 8.8a Please provide the emissions in metric tonnes CO₂

9. Scope 1 Emissions Breakdown

9.1 Do you have Scope 1 emissions sources in more than one country? **(CDP 2012 Q9.1, amended)**

If yes: 9.1a Please complete the table below

Electric utilities should report emissions by country/region using the tables in EU2

Oil and gas sector companies are requested to provide breakdowns of emissions by value chain segment and activity as shown in OG2 and OG3

ICT companies can use the sector module to respond to Q9.2d

Country/Region	Scope 1 metric tonnes CO ₂ e

9.2 Please indicate which other Scope 1 emissions breakdowns you are able to provide (tick all that apply)

☐ By business division (9.2a)

☐ By facility (9.2b) **(CDP 2012 Q9.2b, amended)**

☐ By GHG type (9.2c)

☐ By activity (9.2d)

☐ By legal structure (9.2e) **(New for CDP 2013)**

Where a breakdown option has been ticked, a table appears to allow you to enter the relevant emissions data

10. Scope 2 Emissions Breakdown

10.1 Do you have Scope 2 emissions sources in more than one country? **(CDP 2012 Q10.1, amended)**

If yes: 10.1a Please complete the table below **(CDP 2012 Q10.1a, amended)**

Oil and gas sector companies are requested to provide the breakdown of emissions by value chain segment as shown in OG2

ICT companies can use the sector module to respond to Q10.2c

Emissions

Country/Region	Scope 2 metric tonnes CO2e	Purchased and consumed electricity, heat, steam or cooling (MWh)	Purchased and consumed low carbon electricity, heat, steam or cooling (MWh)

10.2 Please indicate which other Scope 2 emissions breakdowns you are able to provide (tick all that apply)

- ☐ By business division (10.2a)
 ☐ By facility (10.2b)
 ☐ By activity (10.2c)
 ☐ By legal structure (10.2d) **(New for CDP 2013)**

Where a breakdown option has been ticked, a table appears to allow you to enter the relevant emissions data

11. Energy (CDP 2012 Q12, no change)

11.1 What percentage of your total operational spend in the reporting year was on energy?

11.2 Please state how much fuel, electricity, heat, steam, and cooling in MWh your organization has purchased and consumed during the reporting year

Energy type	MWh
Fuel	
Electricity	
Heat	
Steam	
Cooling	

11.3 Please complete the table by breaking down the total "Fuel" figure entered above by fuel type

Fuels	MWh

11.4 Please provide details of the electricity, heat, steam or cooling amounts that were accounted at a low carbon emission factor **(New for CDP 2013)**

Basis for applying a low carbon emission factor	MWh associated with low carbon electricity, heat, steam or cooling	Comments

Emissions

12. Emissions Performance (CDP 2012 Q13, no change)

Emissions History

12.1 How do your absolute emissions (Scope 1 and 2 combined) for the reporting year compare to the previous year?

If emissions have increased, decreased or remained the same overall:

12.1a Please complete the table

Reason	Emissions value (percentage)	Direction of change	Comment
Emissions reduction activities			
Divestment			
Acquisitions			
Mergers			
Change in output			
Change in methodology			
Change in boundary			
Change in physical operating conditions			
Unidentified			
Other			

Emissions Intensity

12.2 Please describe your gross combined Scope 1 and 2 emissions for the reporting year in metric tonnes CO₂e per unit currency total revenue

Intensity figure	Metric numerator	Metric denominator	% change from previous year	Direction of change from previous year	Reason for change
	metric tonnes CO ₂ e	unit total revenue			

12.3 Please describe your gross combined Scope 1 and 2 emissions for the reporting year in metric tonnes CO₂e per full time equivalent (FTE) employee

Intensity figure	Metric numerator	Metric denominator	% change from previous year	Direction of change from previous year	Reason for change
	metric tonnes CO ₂ e	FTE employee			

Emissions

- 12.4 Please provide an additional intensity (normalized) metric that is appropriate to your business operations

Intensity figure	Metric numerator	Metric denominator	% change from previous year	Direction of change from previous year	Reason for change
	metric tonnes CO2e				

ICT companies can use the sector module to respond to this question

13. Emissions Trading (CDP 2012 Q14, no change)

- 13.1 Do you participate in any emissions trading schemes?

If yes: 13.1a Please complete the following table for each of the emission trading schemes in which you participate

Scheme name	Period for which data is supplied	Allowances allocated	Allowances purchased	Verified emissions in metric tonnes CO2e	Details of ownership

And if “Yes” or “No, but we anticipate doing so within the next 2 years”:

- 13.1b What is your strategy for complying with the schemes in which you participate or anticipate participating?

- 13.2 Has your company originated any project-based carbon credits or purchased any within the reporting period?

If yes: 13.2a Please complete the following table

Credit origination or credit purchase	Project type	Project identification	Verified to which standard	Number of credits (metric tonnes CO2e)	Number of credits (metric tonnes CO2e): Risk adjusted volume	Credits retired	Purpose, e.g. compliance

Emissions

14. Scope 3 Emissions (CDP 2012 Q15)

14.1 Please account for your organization's Scope 3 emissions, disclosing and explaining any exclusions **(CDP 2012 Q15.1, amended)**

***Auto-manufacturers** should refer to the sector module before completing question 14.1*

Sources of Scope 3 emissions	Evaluation Status	metric tonnes CO2e	Methodology	Percentage of emissions calculated using primary data	Explanation
Purchased goods and services					
Capital goods					
Fuel-and-energy-related activities (not included in Scope 1 or 2)					
Upstream transportation and distribution					
Waste generated in operations					
Business travel					
Employee commuting					
Upstream leased assets					
Investments					
Downstream transportation and distribution					
Processing of sold products					
Use of sold products					
End of life treatment of sold products					
Downstream leased assets					
Franchises					
Other (upstream)					
Other (downstream)					

14.2 Please indicate the verification/assurance status that applies to your Scope 3 emissions

If Scope 3 emissions have been subject to third party verification or assurance (complete or underway), answer questions 14.2a and 14.2b:

14.2a Please indicate the proportion of your Scope 3 emissions that are verified/assured

14.2b Please provide further details of the verification/assurance undertaken, and attach the relevant statements

Type of verification or assurance	Relevant standard	Attach the document

Emissions

14.3 Are you able to compare your Scope 3 emissions for the reporting year with those for the previous year for any sources?

If yes: 14.3a Please complete the table

Sources of Scope 3 emissions	Reason for change	Emissions value (percentage)	Direction of change	Comment

14.4 Do you engage with any of the elements of your value chain on GHG emissions and climate change strategies? (Tick all that apply) **(New for CDP 2013)**

- | | |
|---|---|
| <input type="checkbox"/> Yes, our suppliers | <input type="checkbox"/> Yes, our customers |
| <input type="checkbox"/> Yes, other partners in the value chain | <input type="checkbox"/> No, we do not engage |

If “Yes, our suppliers”, “Yes, our customers” or “Yes, other partners in the value chain” is ticked:

14.4a Please give details of methods of engagement, your strategy for prioritizing engagements and measures of success

And if “Yes, our suppliers” is ticked, complete questions 14.4b and 14.4c

14.4b To give a sense of scale of this engagement, please give the number of suppliers with whom you are engaging and the proportion of your total spend that they represent

Number of suppliers	% of total spend	Comment

14.4c If you have data on your suppliers’ GHG emissions and climate change strategies, please explain how you make use of that data

How you make use of the data	Please give details

If “No, we do not engage” is ticked:

14.4d Please explain why not and any plans you have to develop an engagement strategy in the future

Important Information

The Carbon Disclosure Project (CDP) has been making information requests relating to carbon and climate change on behalf of investors since 2002. To find out more about CDP and the previous responses from other organizations, please refer to our website at www.cdproject.net.

Why is this request from a group of shareholders to a group of companies rather than from an individual shareholder to an individual company?

- (a) To facilitate ease of reporting for companies by providing one standardized request that requires one response to be delivered to numerous investors,
- (b) To receive data in a common format from the largest companies in the world.

Which companies have been written to and who are the CDP 2013 partners?

This information request will be sent to:

- 800 of the largest global companies in developed countries based on market capitalization (FTSE All-World Developed – Large Cap)
- 800 of the largest and mid-sized companies in the Emerging Markets based on market capitalization (S&P/IFCI Large/Mid Emerging Market Index)
- 725 of the largest companies in the UK based on market capitalization (FTSE All-Share and FTSE Fledgling Index).
- 500 of the largest companies globally based on market capitalization (Global 500)
- 500 of the largest companies in Japan based on market capitalization
- 500 of the largest companies in the USA based on market capitalization (S&P 500)
- 300 of the largest companies in Europe based on market capitalization (FTSEurofirst 300 Eurozone)
- 260 of the largest companies in the Nordic region based on market capitalization
- 250 of the largest companies in France based on market capitalization (SBF 250)
- 250 of the largest companies in Germany and Austria based on market capitalization
- 250 of the largest companies in Korea based on market capitalization, in partnership with the Korean Sustainability Investing Forum (KoSIF)
- 250 of the largest electric utilities globally based on market capitalization
- 200 of the largest companies in Australia and 50 of the largest companies in New Zealand based on market capitalization (ASX 200 & NZX 50), in cooperation with CDP's Investor Relations Partner –Australia/ New Zealand the Investor Group on Climate Change (IGCC)
- 200 of the largest companies in Canada based on market capitalization
- 200 of the largest companies in India based on market capitalization (BSE 200), in partnership with the Bombay Stock Exchange (BSE) and WWF India
- 180 of the largest companies issuing bonds (S&P CDS U.S. Investment Grade Index and Markit iBoxx USD Liquid Investment Grade Index)
- 170 of the largest companies in Asia ex-Japan, India, China and Korea (Asia ex-JICK)
- 150 of the largest companies in the Netherlands, Belgium and Luxemburg based on market capitalization
- 125 of the largest companies in Spain and Portugal based on market capitalization
- 100 of the largest companies in Brazil based on market capitalisation (BM&FBOVESPA IBrX 100), in partnership with the Brazilian Association of Pension Funds – ABRAPP
- 100 of the largest companies in Central & Eastern Europe based on market capitalization
- 100 of the largest companies in China based on market capitalization
- 100 of the largest companies in Italy based on market capitalization
- 80 of the largest companies in Latin America based on market capitalization

Important Information

- 100 of the largest companies in South Africa based on market capitalization (FTSE/JSE 100), in partnership with the National Business Initiative (NBI)
- 100 of the largest companies in Switzerland based on market capitalization (SPI Large & Mid Cap (SOCl))
- 100 of the largest companies in the transport sector globally based on market capitalization
- 100 of the largest companies in Turkey based on market capitalization (ISE 100), in partnership with Sabanci University Corporate Governance Forum
- 50 of the largest companies in Russia based on market capitalization (RTS Index)
- 30 of the largest companies in Ireland based on market capitalization

What are the financial implications of responding?

CDP has charitable status and seeks to use its limited funds effectively. Consequently, responses must be prepared and submitted at the expense of responding companies. CDP also reserves the right, where it deems it appropriate in view of its charitable aims and objectives, to charge for access to or use of data and/or reports it publishes or commissions.

What is the basis of participation and what will happen to the data received?

Companies responding to Investor CDP 2013 make no claim of ownership in the data they submit and agree that CDP has an irrevocable license to use and copy the responses and their contents without restriction and to authorize others to do the same. Companies responding to Investor CDP 2013 agree that CDP is free to make use of the data including as described below and with respect to public responses otherwise without restriction whatsoever in furtherance of its charitable mission. Companies also agree that CDP will own the databases in which the data is stored, as well as the contents of those databases.

When responding to CDP you will be given a choice as to whether your response is made public or non-public. We strongly encourage companies to make their responses public which means that the response will be made publicly available from the CDP website as outlined below. Non-public responses will not be made publicly available and will only be used as outlined below.

For public responses

Companies agree that a public response to Investor CDP 2013 will be used by CDP in furtherance of its charitable mission and that the response may be:

1. Made available as soon as it is received by CDP to its signatory investors, partners, appointed report writers, selected rating agencies and any other parties that CDP deem appropriate,
2. Made publicly available at www.cdproject.net starting in September 2013 and stored and preserved on CDP's servers indefinitely thereafter,
3. Distributed through selected partners,
4. Compiled in CDP databases and made available in original, modified or adapted form (for a fee or otherwise) for use by commercial and non-commercial organizations,
5. Amalgamated with information about the responding company from other public sources including rating agencies and financial information distributors,
6. Used as a best practice example in CDP literature and research,
7. Used individually or as part of aggregate results in CDP's reports and in any other research conducted or commissioned by CDP,
8. Used in any other way that accords with CDP's charitable mission.

For non-public responses

Companies agree that a non-public response to Investor CDP 2013 may be:

1. Made available as soon as it is received by CDP to its signatory investors, partners and appointed report writers but not to any other parties, and
2. Used in production of aggregate or anonymous statistics in any CDP report.

Important Information

Scoring of responses

CDP and other organizations write and publish reports that include an overview of CDP responses. Some of these reports will include a scoring of responses for the comprehensiveness of the companies' disclosure and on performance factors. Companies agree that their response will not be eligible for scoring by report-writers unless it is submitted in the format prescribed by CDP.

Only the top-scoring companies that have made their response public will be eligible for recognition as leaders based on these scoring approaches.

If a company makes a non-public response, the response may still be scored and that score may be published. Please contact your local CDP office (see <https://www.cdproject.net/cdp-worldwide>) if you want to find out if your response will be scored.

What if a company wishes to change or update a response?

Submissions and revisions must be made by companies by 30 May 2013 to be included in the annual CDP reports. After this date, responses can only be amended by CDP staff and this may incur an administration fee. CDP cannot guarantee that changes made after 30 May 2013 will be reflected in the reports produced.

How can a company confirm its participation?

On receipt of these documents, please e-mail respond@cdproject.net to confirm your participation in the Carbon Disclosure Project 2013.

What is the legal status of CDP?

The Carbon Disclosure Project is a UK Registered Charity no. 1122330 and a company limited by guarantee registered in England no. 05013650. In the US, the Carbon Disclosure Project is a special project of Rockefeller Philanthropy Advisors with United States IRS 501(c)(3) charitable status.

The Carbon Disclosure Project is an independent not-for-profit organization holding the largest database of primary corporate climate change information in the world.

Thousands of organizations from across the world's major economies measure and disclose their greenhouse gas emissions and climate change strategies through CDP. CDP puts this information at the heart of financial and policy decision-making and its goal is to collect and distribute high quality information that motivates investors, corporations and governments to take action to prevent dangerous climate change.

Global Reporting Initiative

The CDP secretariat works with the Global Reporting Initiative (GRI) to ensure that this request and the GRI indicators are closely aligned and complementary.

CDP Questionnaire License Fee:

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