

Standard ESG Vendor Disclosure Template

General Information

Vendor Name: Example Corp

Business Type: Manufacturer

Country of Operation: India

Contact Person: Rahul Sharma

Email: rahul.sharma@example.com

Reporting Year: 2024

Environmental Criteria (E)

1. GHG Emissions

- Total GHG emissions (Scope 1 & 2): 12,000 metric tons CO₂e
- Emission reduction targets: Reduce emissions by 30% by 2030 using energy-efficient machinery.

2. Renewable Energy Usage

- % of electricity from renewable sources: 45%
- Plan to increase renewable sourcing: Reach 60% by 2026 via solar and wind energy.

3. Energy & Resource Efficiency

- Energy saving: LED retrofitting, smart HVAC, optimization.
- Water use per unit: 2.6 m³

4. Waste & Recycling

- Materials recycled: 68%
- Circular economy: Product take-back and internal recycling.

Social Criteria (S)

1. Workforce & Labor Practices

- Employees: 2,300 (85% India, 15% global)
- Diversity: 32% women, 5% underrepresented
- Safety: LTIR 1.8, ISO 45001, weekly audits

2. Human Rights

- Forced labor: Zero tolerance, UNGC aligned
- Supplier conduct: 98% compliant

3. Community Engagement

- Investment: INR 2.5 Cr in health/sanitation
- Education: ITI/STEM scholarships

Governance Criteria (G)

1. ESG Governance

- ESG Committee: Yes
- Policy Review: Annually or on regulation update

2. Compliance & Ethics

- Anti-bribery policy: Yes
- Ethics training: 4 times/year

3. Transparency & Audit

- ESG audit: Yes
- Certifications: ISO 14001, ISO 45001, GRI, CDP