

STRATADEVS

ESG Readiness Checklist

This comprehensive checklist will help you assess your organization's readiness for ESG reporting and identify key areas for improvement. Use this as a starting point to develop your sustainability strategy and reporting framework.

Governance & Strategy

- ☐ Board oversight: Has your board established clear oversight responsibilities for ESG matters?
- ☐ ESG policy: Do you have a formal ESG policy that has been approved by senior management?
- ☐ ESG integration: Is ESG integrated into your corporate strategy and business planning?
- ☐ Risk management: Have you incorporated ESG risks into your enterprise risk management framework?
- ☐ Stakeholder engagement: Do you have a process for identifying and engaging with key stakeholders on ESG issues?

Data Collection & Management

- ☐ Data inventory: Have you identified all relevant ESG data points required for your reporting?
- ☐ Data collection: Do you have systematic processes for collecting ESG data across your organization?
- ☐ Data quality: Are there controls in place to ensure data accuracy and completeness?

- ☐ Historical data: Do you have access to historical ESG data for trend analysis?
- ☐ Data management system: Have you implemented a dedicated system for managing ESG data?

Emissions & Environmental Impact

- ☐ GHG inventory: Have you established a comprehensive greenhouse gas inventory?
- ☐ Scope 1 & 2 emissions: Are you measuring direct and indirect emissions from owned or controlled sources?
- ☐ Scope 3 emissions: Have you identified and begun measuring relevant value chain emissions?
- ☐ Reduction targets: Have you set science-based targets for emissions reduction?
- ☐ Environmental metrics: Are you tracking other environmental metrics (water, waste, biodiversity)?

Social & Human Capital

- ☐ Diversity & inclusion: Do you track and report on workforce diversity metrics?
- ☐ Employee engagement: Do you regularly measure employee satisfaction and engagement?
- ☐ Health & safety: Do you have systems to monitor and improve workplace health and safety?
- ☐ Human rights: Have you conducted a human rights assessment across your operations and supply chain?
- ☐ Community impact: Do you measure your organization's impact on local communities?

Reporting & Disclosure

- ☐ Framework selection: Have you identified which ESG reporting frameworks are most relevant to your organization?
 - ☐ Materiality assessment: Have you conducted a formal materiality assessment to identify key ESG topics?
 - ☐ Reporting cycle: Have you established a regular ESG reporting cycle?
 - ☐ External assurance: Have you considered obtaining external assurance for your ESG disclosures?
 - ☐ Regulatory compliance: Are you aware of all ESG disclosure regulations applicable to your organization?
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