

ReportName: _____ ReportNameID: _____

Analyst: _____ AccessDate: _____

CompanyName: _____ PDF File Name: _____

Pacific Sustainability Index 3.0 Scoring Sheet TM

Base - Across Sector

Revised 03/14/2009

Robert Center Analyst: Check all the apply, include page numbers for future reference, and document any significant initiatives, techniques, or programs worth discussing in the commentary. There are 60 topics analyzed. Major industrial sector analysis must be accompanied with a sector specific questionnaire.

Environmental and Social Intent (Max: 2 pts)

4 Report contact person EI

Discussion: identification of, and contact information for, specifically designated to answer questions about the report or sustainability issues. Investor relation contact information does not count.

Initiatives or actions to facilitate such contact, i.e. providing email address or a link for feedback and questions.

Discussion
 Initiative(s)/Action(s)

Page #: _____

5 Environmental visionary statement EI

Discussion: clear visionary statement expressing a corporate commitment to good environmental performance. Initiatives or actions to fulfill that commitment.

Discussion
 Initiative(s)/Action(s)

Page #: _____

6 Environmental impediments and challenges EI

Discussion of impediments and challenges faced by the company in attempting to realize its environmental vision and commitments.

Initiatives or actions to overcome them.

Discussion
 Initiative(s)/Action(s)

Page #: _____

9 Environmental policy statement EI

Discussion: a formal statement of the company's environmental policy or plan.

Initiative(s): Check the initiative(s) box if the policy is more than cursory.

Discussion
 Initiative(s)/Action(s)

Page #: _____

10 Climate change/global warming EI

Discussion of the company's position on climate change and/or global warming.

Initiatives or actions by the company to work on these issues.

Discussion
 Initiative(s)/Action(s)

Page #: _____

11 Habitat/ecosystem conservation EI

Discussion of the company's position on conserving natural ecosystems and habitat.

Initiative(s) or intention(s) by the company to help conservation of natural ecosystems.

Discussion
 Initiative(s)/Action(s)

Page #: _____

12 Biodiversity EI

Discussion of the company's position on biodiversity. Initiative(s) by the company to foster biodiversity.

Discussion
 Initiative(s)/Action(s)

Page #: _____

13 Green purchasing EI

Discussion of company's use of purchasing that places preference on products which have reduced environmental impact in any part of their life cycle (development, manufacturing, use, recycling, and disposal), or which are designated as eco-friendly by organizations that are active proponents of environmental preservation.

Initiative(s) to implement green purchasing.

Discussion
 Initiative(s)/Action(s)

Page #: _____

16 Environmental education EI

Discussion of efforts to promote environmental education and awareness of employees, the general public, or children.

Initiatives or actions to provide such education.

Discussion
 Initiative(s)/Action(s)

Page #: _____

19 Environmental structure or management EI

Discussion of the organizational structure or staffing. Initiatives or actions to provide systematic structure of environmental oversight.

Discussion
 Initiative(s)/Action(s)

Page #: _____

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<p>20 Environmental management system EI</p> <p>Discussion: identification of degree of adoption of ISO 14001 or other formal environmental management system. Initiatives: check the box if such systems are fully implemented or if the company is in the process of obtaining full certification.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>	<p>47 Code of conduct or business ethics SI</p> <p>Discussion: a formal corporate code of conduct or business ethics. Initiatives or actions: Check the box if the code is well detailed.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>
<p>21 Environmental accounting EI</p> <p>Discussion of environmental expenditures including quantitative description of money saved through environmental activities. Initiatives or actions: Check the box if there is detailed accounting in the report.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>	<p>49 Supplier screening based on social or environmental performance/ Supplier management. SI</p> <p>Discussion of existing procedures (or the application of such procedures) to evaluate and select major suppliers on their ability to meet the requirements of the company's social or environmental policy and principles. Initiatives or actions to implement such screening or selection.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>
<p>23 Stakeholder consultation EI</p> <p>Discussion of consultation and dialogue with stakeholders regarding the company's environmental impacts and aspects. Initiatives or actions to engage with the stakeholders.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>	<p>51 Social or Health and Safety organization structure or Labour/management relations SI</p> <p>Discussion of organizational structure or staffing. Initiatives or actions to provide systematic structure of social oversight.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>
<p>42 Social visionary statement SI</p> <p>Discussion: clear visionary statement expressing a corporate commitment good social performance. Initiatives or actions to fulfill that commitment.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>	<p>52 Workforce profile: Age SI</p> <p>Discussion of age distribution of workforce. Initiative or actions to retain and care for different age groups.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>
<p>43 Social impediments and challenges SI</p> <p>Discussion of impediments and challenges faced by the company in attempting to realize its social vision and commitments. Initiatives or actions to overcome them.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>	<p>53 Emergency preparedness program SI</p> <p>Discussion of emergency preparedness programs to prepare employees or the public to cope with potential emergencies at the company's facilities. Initiatives or current implementation and monitoring of such a program.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>
<p>45 Social policy statement SI</p> <p>Discussion: a formal statement of the company's overarching social policy principles. Initiatives or actions: Check the box if the policy is well detailed. Code of conduct and business ethics count.</p> <p><input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s)</p> <p>Page #: _____</p>	

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54 Third party validation SI

Discussion of the value of third-party auditing or validation.
Check both the discussion and initiative boxes if the environmental/sustainability report has been audited or validated by a qualified external third-party source.

Discussion
 Initiative(s)/Action(s)

Page #: _____

80 Employment for individuals with disabilities SI

Discussion of appropriate actions to accommodate employees with disabilities.
Initiatives or current implementation of such actions.

Discussion
 Initiative(s)/Action(s)

Page #: _____

82 Employee training and development to enable upward mobility and to enhance performance and career development SI

Discussion of training, skills and learning programs appropriate to support employees' upward mobility.
Initiatives or current implementation of such programs.

Discussion
 Initiative(s)/Action(s)

Page #: _____

168 Workforce profile: Gender SI

Discussion of gender distribution of workforce.

Discussion
 Initiative(s)/Action(s)

Page #: _____

169 Workforce profile: Ethnicities/Race SI

Discussion of racial or ethnic distribution of workforce.
Initiatives or actions to support the minority and underprivileged groups.

Discussion
 Initiative(s)/Action(s)

Page #: _____

Environmental and Social Quantitative Data (Max 7 pts)

26 Energy used/consumption ER

Sum of the energy used by a company in all different forms, including electricity, fuel, natural gas and others.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past

performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____

Page #: _____

27 Renewable energy consumption ER

Energy used from renewable sources such as wind, solar, hydroelectric, or other renewable sources. Percent of energy purchased from renewable resources also counts.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____

Page #: _____

29 Water used ER

Sum of all water used during operations.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____

Page #: _____

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30 Waste recycled ER

Sum of all waste recycled, including hazardous.

Discussion

Use of external context to benchmark performance

Explicit Numerical Goal(s)

One year aggregate quantitative measure

More than one year aggregate quantitative measure

Better improvement than past performance

Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

32 Office recycling rate ER

The recycling of paper, cardboard, metal, and plastic in an office setting or the percentage of major office waste recycled.

Discussion

Use of external context to benchmark performance

Explicit Numerical Goal(s)

One year aggregate quantitative measure

More than one year aggregate quantitative measure

Better improvement than past performance

Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

34 Waste disposed of ER

Includes hazardous and non-hazardous waste landfilled, incinerated, or transferred.

Discussion

Use of external context to benchmark performance

Explicit Numerical Goal(s)

One year aggregate quantitative measure

More than one year aggregate quantitative measure

Better improvement than past performance

Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

35 Hazardous waste produced/disposed ER

Sum of all hazardous materials remaining after production, excavation sites, or operating sites.

Discussion

Use of external context to benchmark performance

Explicit Numerical Goal(s)

One year aggregate quantitative measure

More than one year aggregate quantitative measure

Better improvement than past performance

Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

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37 Hazardous waste released ER

The amounts of hazardous materials released into the environment, total (TRI, PRTR, and similar indices), may include mercury or lead. Depending on the nationality of the company, this is labeled differently; American companies call this "TRI" (Toxic Release Inventory), many European companies call it "substance releases".

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

38 Environmental notices of violation ER

The total number of NOV's (notices of violation) or fines per year for all environmental infractions. If no fines were levied, check all three: discussion, external context, and favorable performance than peers.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

39 Environmental expenses and/or investments ER

An accounting of money spent or invested specifically to decrease environmental damage or to benefit the environment

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

40 Environmental fines ER

The amount of money charged to and/or spent by a company for government-imposed environmental fines. If no fines were levied, check all three: discussion, external context, and favorable performance than peers.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

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74 Recordable incident rate/ Accident indices SR

The total number of employee incidents or accidents, such as: "total case incident rate", "incident rate." If no incidents, check all three: discussion, external context, and favorable performance than peers.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

75 Lost workday case rate SR

The total number of employee injuries or illnesses that resulted in one or more lost workdays, typically normalized per a certain number of employees or work hours. If lost workday case equals zero, check all three: discussion, external context, and favorable performance than peers.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

76 Health and safety citations SR

The number of health and safety citations or notices of violation given by the government in a given year or total amount levied against company for health and safety violations. If no citations were levied, check all three: discussion, external context, and favorable performance than peers.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

77 Health and safety fines SR

The total amount levied against a company for health and safety violations. If no fines were levied, check all three: discussion, external context, and favorable performance than peers.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

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81 Social community investment SR

The amount of money spent on community outreach, including education grants, donations, and relief effort funds.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

181 Turnover Rate SR

Annual employee turnover rate.

Discussion
 Use of external context to benchmark performance
 Explicit Numerical Goal(s)
 One year aggregate quantitative measure
 More than one year aggregate quantitative measure
 Better improvement than past performance
 Favorable performance better than peers or industry standard

Year	Data	Unit
_____	_____	_____
_____	_____	_____
_____	_____	_____

Page #: _____

Environmental and Social Qualitative Data (Max 7 pts)

66 Community Development SR

Efforts to participate in social activities that improve the quality of life of communities including that of indigenous people, where the company operates.

Discussion
 Initiative(s)/Action(s)
 Use of external context to benchmark performance
 Better improvement than past performance or program in continuum with monitoring mechanism

in place
 Page #: _____

67 Employee Satisfaction Survey SR

Surveys to monitor employee satisfaction.

Discussion
 Initiative(s)/Action(s)
 Use of external context to benchmark performance
 Better improvement than past performance or program in continuum with monitoring mechanism in place
 Page #: _____

68 Community Education SR

Efforts to support education in the communities where the company is located.

Discussion
 Initiative(s)/Action(s)
 Use of external context to benchmark performance
 Better improvement than past performance or program in continuum with monitoring mechanism in place
 Page #: _____

70 Occupational health and safety protection SR

Efforts to provide a safe and healthy working environment at all sites.

Discussion
 Initiative(s)/Action(s)
 Use of external context to benchmark performance
 Better improvement than past performance or program in continuum with monitoring mechanism in place
 Page #: _____

72 Employee volunteerism SR

Efforts to promote employee volunteerism in social or environmental projects.

Discussion
 Initiative(s)/Action(s)
 Use of external context to benchmark performance
 Better improvement than past performance or program in continuum with monitoring mechanism in place
 Page #: _____

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182 Advancement of women SR Discussion of relative numbers or percentage of women employed or in management. Initiative(s) or action(s) to support their career development. <input type="checkbox"/> Discussion <input type="checkbox"/> Initiative(s)/Action(s) <input type="checkbox"/> Use of external context to benchmark performance <input type="checkbox"/> Better improvement than past performance or program in continuum with monitoring mechanism in place Page #: _____	63 Forced labor of employees SR Assurance that all employees enter employment with the company of their own free will, not by compulsion. <input type="checkbox"/> Mention Page #: _____
Human Rights Reporting. (Max 7 pts) Active participation in UN Global Compact automatically assumes points for questions highlighted in yellow:	64 Working hours SR Compliance with applicable laws and industry standards on working hours, including overtime. <input type="checkbox"/> Mention Page #: _____
58 Anti-Corruption practices SR Efforts to uphold the highest standards of business ethics and integrity. May be found under a Code of Conduct. <input type="checkbox"/> Mention Page #: _____	65 Use of illegal child labor SR Statement regarding the rejection of illegal child labor by the company or its affiliates. <input type="checkbox"/> Mention Page #: _____
59 Corporal punishment of employees SR Commitment to oppose any corporal/hard labor punishment, mental/physical coercion, or verbal abuse. <input type="checkbox"/> Mention Page #: _____	170 Bribery SR Company's effort in dealing with the issue of bribery <input type="checkbox"/> Mention Page #: _____
60 Equal opportunity, elimination of discrimination, promotion of diversity, or non-discrimination policy SR Commitment not to engage in any kind of discrimination based on ethnicity, caste, religion, disability, sex, age, sexual orientation, union membership, or political affiliation in hiring practices or employee treatment. <input type="checkbox"/> Mention Page #: _____	171 Political Contributions SR Company's effort in dealing with the issue of political contributions <input type="checkbox"/> Mention Page #: _____
61 Free association and collective bargaining of employees SR Efforts to respect the right of employees to form and join trade unions of their choice and to bargain collectively. <input type="checkbox"/> Mention Page #: _____	198 Sexual harassment SR Commitment not to tolerate any form of sexual harassment. <input type="checkbox"/> Mention Page #: _____
62 Fair compensation of employees SR Efforts to ensure that wages paid meet or exceed legal or industry minimum standard. <input type="checkbox"/> Mention Page #: _____	

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