

Wired Flare Inc. Assessment (2017-01-27)

Version: Service Track / 1-9 Employees / Developed - Global Market

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B Corp Inclusion Challenge

B Corp Inclusion Challenge Introduction

Are the majority of your employees paid on a fixed salary or a daily/hourly wage?

- Fixed Salary Daily/Hourly Wage
-

B Corp Inclusion Challenge (Developed Markets)

Has your company participated in any leadership initiatives to increase wages or benefits to workers provided in your country/industry?

- Yes No N/A - Living wage already exists

What multiple is the highest compensated individual paid (inclusive of bonus) as compared to the lowest paid full-time worker?

- >20x 16-20x 11-15x 6-10x 1-5x

What % of the company is owned by full-time workers who are non-executive employees and non-founders?

- 0%
 1-4%
 5-24%
 25-49%
 50%+
 N/A
 Don't Know

Are any of the following benefits provided to employees to supplement government programs?

- Disability coverage/ accident insurance
 Life insurance
 Financial services (credit or savings programs)
 Private dental insurance
 Private supplemental health insurance
 Other (describe)
 None of the above

Other: Health spending account

What % of full-time workers have participated in external professional development opportunities or lifelong learning opportunities in the past fiscal year?

- 0% 1-24% 25-49% 50-74% 75%+

Does the company provide specific content in worker training on inclusion and diversity issues related to any of the following specific underrepresented groups?

- Gender inclusiveness
- Minorities
- LGBT community
- Individuals with disabilities
- Other underrepresented groups (please describe)
- None of the Above

What % of the company is owned by the following groups?

0% 1-9% 10-24% 25-49% 50%+ Don't know

Women and/or individuals from underrepresented populations, including low-income communities

What % of the members of your Board of Directors (or equivalent) are women or individuals from other underrepresented populations?

- 0%
- 1-9%
- 10-24%
- 25-49%
- 50%+
- Don't know
- N/A - No board of directors or equivalent

What % of your Significant Suppliers are majority owned by women or individuals from underrepresented populations?

- 0%
- 1-9%
- 10-19%
- 20-29%
- 30%+
- Don't Know

What is the social and environmental screen that is used for a majority of your company's Significant Suppliers:

- No formal screening process in place
- Screened for negative practices or regulatory non-compliance (e.g. no child labor)
- Screened for positive practices beyond what is required by regulations (environmentally-friendly manufacturing process; excellent labor practices, etc.)

Separate from a mission statement, has your company done any of the following to legally ensure that its social or environmental mission will be maintained over time, regardless of company ownership?

- Signed a contract or board resolution to amend or adopt a legal form that requires consideration of employees, community, and the environment (i.e. Signed B Corp Term sheet but have not yet adopted stakeholder consideration)
- Amended corporate governing documents to require the consideration of employees, community and the environment (e.g. Amended Articles of Incorporation)
- Has a specific legal entity/governance structure that preserves mission (i.e. cooperative)
- Legal entity/governance structure preserves mission and requires stakeholder consideration (i.e. Benefit Corp or cooperative that has amended governing documents to include stakeholder consideration)
- Other - Please describe
- None of the above

Does the company have a formal process to share financial information with its full-time employees?

- No
- Yes - the company shares financial information if employees ask for them
- Yes - the company discloses all financial information (except salary info) at least yearly
- Yes - the company discloses all financial information (except salary info) at least quarterly
- Yes - The company has complete transparency of financial information and formally empowers all employees and departments to actively participate in financial planning (i.e. Open Book Management)
- Yes- In addition to sharing financials the company also has an intentional education program around shared financials

Is your company's business model designed to create a more inclusive economy? If so, which of the following best describes your business model?

- Our product or service is designed to address a specific social problem for underserved individuals, such as access to basic services, health care, education, or economic opportunities
- Our company is at least 40% owned by all of our non-executive workers or suppliers
- Our company focuses on alleviating poverty through its supply chain or distribution networks (for instance through fair trade purchasing or micro-enterprise models)
- Our business model is designed to support and build the economic vitality of our local community through local sourcing, banking, service, ownership, etc.
- Our company has a formal program to hire and train people with chronic barriers to employment.
- Our company has a charitable giving business model focused on donating at least 2% of our revenues specifically to create economic opportunities for under-served groups
- None of the above

If you already have an inclusive business model identified above, what is the magnitude of that business model in relation to your overall business, i.e. what % of your revenues are from the product designed to provide basic services to those without access, or what % of your workers are from a chronically underemployed population?

- Not tracked / unknown

Recognizing that any list of key metrics will always be incomplete, and the metrics from the BIA as a whole can always be improved, are there other key inclusive metrics that you would like to improve upon?

Governance

Governance: Mission & Engagement

GV1.1 Select the description that best describes your business. [Not Weighted]

- Positive social/environmental impact is desirable but not a particular focus for our business.
- Social and environmental impact is frequently considered but it isn't a high priority.
- We consider social and environmental impact in some aspects of our business but infrequently.
- We consistently incorporate social and environmental impact into decision-making because we consider it important to the success and profitability of our business.
- We treat our social/environmental impact as a primary measure of success for our business and prioritize it even in cases where it may not drive profitability.

GV1.2 Does your company have a corporate mission statement, and does it include any of the following? [Less Weighted]

- No written statement
- A written corporate mission statement that does not include a social or environmental commitment
- A general commitment to social and/or environmental responsibility and stewardship
- A commitment to a specific positive social impact (e.g. poverty alleviation, sustainable economic development)
- A commitment to a specific positive environmental impact (e.g. reducing waste to landfill with upcycled products)
- A commitment to serve a target beneficiary group in need (e.g. low income customers, smallholder farmers)

GV1.3 Please type or paste your mission statement here. [Not Weighted]

Our mission is to conduct business at the highest level of ethical standards and in so doing help our clients' businesses grow. We are committed to creating a safe and healthy environment for our team and clients, and as we grow we are committed to shrinking our carbon footprint and to using our resources to have a positive impact on the planet and on the people who live here. A portion of Wired Flare's resources is consistently dedicated to supporting non-profit organizations, especially in benefit of women and children in crisis situations locally and around the world.

GV1.5a Does the Board of Directors or equivalent governing body review the company's social or environmental performance on at least an annual basis? [Equally Weighted]

- Yes No N/A - No Board of Directors or equivalent governing body

GV1.8a In the last year, how did the company solicit specific feedback from its external stakeholders (excluding employees and investors) regarding the company's social and environmental performance? [Less Weighted]

- No formal stakeholder engagement
- Annual stakeholder meeting
- Online stakeholder forum to provide/report social or environmental concerns or feedback
- Meetings or other engagement mechanisms with local community members
- Meetings or other engagement mechanisms with social or environmental advocacy groups
- Community/environmental representation on an advisory board.
- Third party or anonymous surveys about social/environmental performance
- Other (please describe)

GV1.10 Are there key performance indicators (KPIs) or metrics that your company tracks at least annually to determine if you are meeting your social or environmental objectives? [Equally Weighted]

- We don't track key social or environmental performance indicators
- We measure KPIs/metrics or outputs that we have identified and defined in order to determine if we are achieving our social and environmental objectives
- We measure social and environmental outcomes over time (examples: 3rd-party impact assessments, progress out of poverty indexing, beneficiary outcome surveys, etc.)

Governance: Corporate Accountability

GV2.1a What is the company's highest level of corporate oversight? [Less Weighted]

- Owner/Manager only
- Non-Fiduciary Advisory Board
- Board of Directors or Equivalent

GV2.2b Which of the following apply to your company's Board of Directors or equivalent governing body? [Equally Weighted]

- Meets at least twice annually
- Includes at least 1 independent member
- Oversees executive compensation
- Company is a co-op and elects Board from membership
- None of the Above
- N/A - no Board of Directors or equivalent

GV2.3a Which of the following stakeholder groups or relevant independent experts have voting seats on the Board of Directors or equivalent governing body? [Less Weighted]

- Executive employee representative
- Non-executive employee representative
- Community expertise (e.g. local university representative)
- Environmental expertise (e.g. environmental nonprofits)
- Customers
- None of the above
- N/A - no Board of Directors or other governing body

Governance: Transparency

GV4.1b Does the company produce financials that are reviewed by the Board, other formal governing body, or independent third party? [Equally Weighted]

- Yes No

- GV4.2a Does the company have a formal process to share financial information with its full-time employees? [Equally Weighted]
- No
 - Yes - the company shares financial information if employees ask for them
 - Yes - the company discloses all financial information (except salary info) at least yearly
 - Yes - the company discloses all financial information (except salary info) at least quarterly
 - Yes - The company has complete transparency of financial information and formally empowers all employees and departments to actively participate in financial planning (i.e. Open Book Management)
 - Yes- In addition to sharing financials the company also has an intentional education program around shared financials
- GV4.5b Does the company publicly share information on its social and/or environmental performance? If so, how? [Equally Weighted]
- No public reporting on social or environmental performance
 - Specific quantifiable social and/or environmental indicators or outcomes are made public
 - Company sets public targets and shares progress to those targets
 - Information is shared/updated annually
 - Information is presented in a formal report that allows comparison to previous time periods
 - Information adheres to a comprehensive third party standard (ex. GRI or B Impact Assessment)
 - A third party has validated the information shared
 - Impact reporting is integrated with financial reporting
- GV4.6 Is your product or service covered by a written consumer warranty or client protection policy? [Less Weighted]
- Yes No
- GV4.7 Is there a publicly-known mechanism through which customers can provide product feedback, ask questions, or file complaints? [Less Weighted]
- No
 - Yes, there is a mechanism for feedback to be sent only privately to company
 - Yes, there is a mechanism where feedback is made transparent to the public

Governance: Governance Metrics

GV5.1 On what date did your last fiscal year end? [Not Weighted]

12/31/2015

GV5.2 Reporting currency [Not Weighted]

Canadian Dollar - CAD

GV5.3 Total Earned Revenue

From the last fiscal year	162,721.58
From the fiscal year before last	120,481.74

GV5.4	EBIT (Earnings Before Interest & Taxes)	
	From the last fiscal year	-3,545.00
	From the fiscal year before last	-16,543.39
GV5.5	Net Income	
	From the last fiscal year	-1,998.25
	From the fiscal year before last	-16,456.63

Workers

Workers: Worker Metrics

WR1.1 Are the majority of your employees paid on a fixed salary or a daily/hourly wage? [Not Weighted]

Fixed Salary Daily/Hourly Wage

WR1.2 Number of Total Full-Time Workers

Current Total Full-Time Workers 2.00

Total Full-Time Workers 12 months ago 3.00

WR1.3 Number of Total Part-Time Workers

Current Total Part-Time Workers 0.00

Total Part-Time Workers 12 months ago 0.00

WR1.4 Number of Total Temporary Workers

Current Total Temporary Workers 0.00

Total Temporary Workers 12 months ago 0.00

Workers: Compensation & Wages

WR2.1 Total Wages (including bonuses) [Not Weighted]

81,190.00

WR2.2 What is the company's lowest wage calculated on an hourly basis? [Not Weighted]

16.00

WR2.7a What multiple is the highest compensated individual paid (inclusive of bonus) as compared to the lowest paid full-time worker? [Equally Weighted]

>20x 16-20x 11-15x 6-10x 1-5x

WR2.10 Which of the following are true about the company's bonus plan: [Less Weighted]

- Bonuses are given but there is no formal plan
- Formal guidelines on the structure of the bonus plan (e.g. eligibility, profit/revenue target tied to the bonus pool, allocation criteria) are disseminated and accessible to all workers
- All full-time and part-time workers are eligible in the plan
- None of the above

WR2.12 What % of full-time and part-time employees, excluding founders and executives, received a bonus in the last fiscal year? [Equally Weighted]

- 0%
- 1-24%
- 25-49%
- 50-74%
- 75-99%
- 100%
- N/A

WR2.14 Has your company participated in any leadership initiatives to increase wages or benefits to workers provided in your country/industry? [Equally Weighted]

- Yes
- No
- N/A - Living wage already exists

Workers: Compensation & Wages (Salaried)

WR2.5.8a Subtracting for inflation increase, what was the average % increase in wage/salary paid to non-executive workers in the last fiscal year? [Equally Weighted]

- 0-2%
- 3-5%
- 6-15%
- >15%
- N/A - No workers last year

WR2.5.11a In the last fiscal year, the company's bonus plan for non-executives represented what % of the company's salary base? [Equally Weighted]

- No bonus payout, or no bonus plan
- <1%
- 1-5%
- 6-15%
- >15%

Workers: Benefits

WR3.1 Which of the following best describes the provision of healthcare in the country where the majority of employees reside? [Not Weighted]

- Universal Provision of Basic Healthcare Services (e.g. United Kingdom)
- Government Mandated or Provided Health Insurance Programs (e.g. Switzerland)
- None of the Above

WR3.1a What % of employees are eligible for health care benefits either through company or government plan? [Heavily Weighted]

- <75%
- 75-84%
- 85-94%
- 95%+

WR3.1b Are any of the following benefits provided to employees to supplement government programs? [Equally Weighted]

- Disability coverage/ accident insurance
- Life insurance
- Financial services (credit or savings programs)
- Private dental insurance
- Private supplemental health insurance
- Other (describe)
- None of the above

Other: Health spending account

WR3.3a What is the minimum paid secondary caregiver leave offered to full-time workers either through the company or the government? [Equally Weighted]

- None
- Up to 2 weeks
- 2 to 5 weeks
- 6+ weeks

WR3.4a How many hours per week must a part-time employee work in order to qualify for the previously-selected benefits? [Less Weighted]

- No benefits beyond what is provided under national law
- 30+ hours per week
- 25-30 hours per week
- 20-24 hours per week
- <20 hours per week
- N/A - No part-time workers

WR3.6 Do employees have access to any of the following savings programs for retirement? [Equally Weighted]

- Government-sponsored pension plans
- Private Pension or Provident Funds
- Plan specifically includes Socially-Responsible Investing option
- None of the above

Workers: Worker Benefits (Salaried)

WR3.5.6a How many paid days off (including holidays) do full-time employees receive annually? [Equally Weighted]

- 0-15 days
- 16-22 days
- 23-29 days
- 30-35 days
- 36+ work days

WR3.5.8a What is the minimum number of weeks salaried workers receive paid primary caregiver leave, either through the company or the government? [Equally Weighted]

- 0-5 weeks
- 6-11 weeks
- 12-17 weeks
- 18-23 weeks
- 24+ weeks

Workers: Training & Education

WR4.1a What % of positions above entry level have been filled with internal candidates in the last 12 months? [Equally Weighted]

0% 1-24% 25-49% 50-74% 75%+

Workers: Training & Education (Salaried)

WR4.2a Excluding newly hired workers, what % of full-time and part-time workers received the following types of formal training during the last 12 months?

0%	1-24%	25-49%	50-74%	75%+	Don't know	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Skills-based training to advance core job responsibilities
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Skills-based training on cross-job functions (i.e. training beyond regular job responsibilities, e.g. public speaking training or management training for non-managers)
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Training on life skills for personal development (i.e. literacy, personal financial planning, etc.)

WR4.5.3a What % of full-time workers have participated in external professional development opportunities or lifelong learning opportunities in the past fiscal year? [Equally Weighted]

0% 1-24% 25-49% 50-74% 75%+

WR4.5.4 What % of full-time workers received advancement or reimbursement for continuing education opportunities in the last fiscal year? [Equally Weighted]

0 1-5% 6-15% >15%

Workers: Worker Ownership

WR5.2 What % of the company is owned or formally reserved as part of a written plan for full-time workers and management (including founders/executives)? [Equally Weighted]

0%

1-24%

25-49%

50-74%

75-99%

100%

N/A

Don't Know

WR5.4 What % of the company is owned by full-time workers who are non-executive employees and non-founders? [Heavily Weighted]

- 0%
- 1-4%
- 5-24%
- 25-49%
- 50%+
- N/A
- Don't Know

Workers: Management & Worker Communication

WR6.1 Is there a formal consistent process for providing performance feedback to all tenured employees which includes any of the following? [Heavily Weighted]

- Is conducted on at least an annual basis
- Includes peer and subordinate input
- Provides written guidance for career development
- Includes social and environmental goals
- Clearly identifies achievable goals
- Follows a 360-degree feedback process
- None of the above

WR6.2 Does your company have a written employee handbook that workers have access to and includes any of the following information? [Less Weighted]

- No written employee handbook
- A non-discrimination statement
- An anti-harassment policy
- Statement on work hours
- Pay and performance issues
- Policies on benefits, training and leave
- Grievance resolution
- Disciplinary procedures and possible sanctions
- Statement regarding workers' right to bargain collectively and freedom of association
- Prohibition of child labor and forced/compulsory labor

WR6.3a What percent of your employees are 'Satisfied' or 'Engaged'? [Heavily Weighted]

- N/A
- <65%
- 65-80%
- 81-90%
- >90%

Workers: Management & Worker Communication (Salaried)

WR6.5.4aWhat is the average tenure of your current workforce? [Equally Weighted]

<12 months 1-3 years 3-5 years >5 years

Community

Community: Job Creation

CM2.1 Number of full-time and part-time jobs that have been added to your company's payroll. Enter 0 if none or if your company has no workers.

Last 12 months: 3.00

Prior 12 months: 1.00

CM2.2c By what % has your worker base grown over the last 12 months? [Heavily Weighted]

0% (Has not grown on a net basis) 1-24% 25-49% 50%+

CM2.3 Number of full-time and part-time workers that departed/left the company during the last 12 months. [Not Weighted]

1.00

CM2.4b What was the attrition rate at the company for full-time and tenured part-time workers for the last 12 months? [Heavily Weighted]

>20% 11-20% 0-10%

CM2.6 What % of your workers are employed in company facilities located in low-income communities? [Equally Weighted]

<10% 10-19% 20-29% 30%+ Don't Know

Community: Diversity & Inclusion

CM3.1 Number of total full-time and part-time female employees. [Not Weighted]

2.00

CM3.2 What % of the company is owned by the following groups?

0%	1-9%	10-24%	25-49%	50%+	Don't know	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Women and/or individuals from underrepresented populations, including low-income communities
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Nonprofit organization(s)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Individuals that qualify as non-accredited investors

- CM3.3 Optional unweighted metrics: Approximately what % of your company's ownership is held by individuals from the following groups?
- | | |
|---|------|
| Women | 100% |
| Low income communities | 0% |
| Other underrepresented populations (e.g. minorities, LGBT community, individuals with disabilities, etc.) | 0% |
- CM3.5 What % of the members of your Board of Directors (or equivalent) are women or individuals from other underrepresented populations? [Equally Weighted]
- 0%
 - 1-9%
 - 10-24%
 - 25-49%
 - 50%+
 - Don't know
 - N/A - No board of directors or equivalent
- CM3.6 Optional unweighted metrics: Approximately what % of your Board of Directors or other governing body are from the following groups?
- | | |
|---|------|
| Women | 100% |
| Low income communities | 0% |
| Minority/previously excluded populations | 0% |
| Other underrepresented populations (e.g. minorities, LGBT community, individuals with disabilities, etc.) | 0% |
- CM3.11 What % of your Significant Suppliers are majority owned by women or individuals from underrepresented populations? [Equally Weighted]
- 0%
 - 1-9%
 - 10-19%
 - 20-29%
 - 30%+
 - Don't Know
- CM3.12 Does the company have a written policy giving preference to suppliers owned by women or individuals from underrepresented populations? [Less Weighted]
- Yes
 - No
 - N/A: Such policies are illegal in my country of operations
- CM3.18 Does the company provide specific content in worker training on inclusion and diversity issues related to any of the following specific underrepresented groups? [Equally Weighted]
- Gender inclusiveness
 - Minorities
 - LGBT community
 - Individuals with disabilities
 - Other underrepresented groups (please describe)
 - None of the Above

Community: Civic Engagement & Giving

CM4.1b Does your company have the following charitable giving practices implemented in practice or written in policy? [Equally Weighted]

- Statement on the intended social or environmental impact of company's charitable contributions
- Cash and in-kind donations (excluding political causes)
- Volunteer and pro bono service
- Formal donations commitment (e.g. 1% for the planet)
- Matching individual workers' charitable donations
- Allowing workers and/or customers to select charities to receive company's donations
- Other (please describe)
- None of the above

CM4.2b Are full-time employees granted in writing any of the following options for volunteer service? [Equally Weighted]

- Non-paid time off
- Paid time off
- 20 hours or more a year of paid time off
- Workers offered incentives for volunteerism (office parties, competitions with prizes, etc.)
- Do not offer paid or unpaid time off

CM4.5 Number of hours volunteered by full-time and part-time employees of the organization during the last fiscal year. [Not Weighted]

271.00

CM4.6a What was the % of per capita worker volunteer, community service, or pro bono time donated in the reporting period? [Heavily Weighted]

- 0%
- .1-.9% of time
- 1-2.4% of time
- 2.5-5% of time
- >5% of time
- Don't know / not monitored

CM4.7 Total amount (in currency terms) donated to registered charities in the last fiscal year. [Not Weighted]

3,935.00

CM4.8a What was the equivalent % of revenue donated to charity during the last fiscal year? [Most Heavily Weighted]

- No donations last FY
- 0.1-0.4% of revenues
- 0.5-1% of revenues
- 1.1-2.4% of revenues
- 2.5-5% of revenues
- 5%+ of revenues
- Don't know

CM4.9 Which organizations does your company support? [Not Weighted]

Bryony House
Bideawhile
Crossroads
World Wildlife Fund
Bay Chamber
Children's Cancer Research
Ecology Action Centre
Unicorn Theatre

CM4.11 Has your company worked with policymakers and/or stakeholders (including competitors) to develop or advocate for increased adoption of social and environmental standards or voluntary practices in your industry in the past two years? [Equally Weighted]

- Yes, company has offered support in name and/or signed petitions
- Yes, company has provided active staff time or financial support
- Yes, company has directly introduced, testified, made recommendations or provided expertise to advance standards
- Yes, company has worked with other industry players on a cooperative initiative
- Yes, and efforts resulted in a specific institutional, industry or regulatory reform
- Other (please describe)
- None of the above

Community: Local Involvement

CM5.1a We realize that for companies with more than one office, the definition of local involvement is a more complicated one to answer. Please tell us a bit about the structure of your company geographically. [Not Weighted]

We follow a largely virtual office model with headquarters in Halifax, Nova Scotia. We provide virtual services, at present, to organizations in Canada and the United States.

CM5.3a What % of your company's expenses (excluding labor) was spent with independent suppliers local to the company's headquarters or relevant production facilities? [Equally Weighted]

- <20%
- 20-39%
- 40-59%
- 60%+
- Don't know

CM5.4a Is the majority (over 50%) of the company's ownership located locally to at least two-thirds of the company's workforce? [Equally Weighted]

Yes No Don't know

CM5.8 Is the majority of your company's banking services provided by an institution with any of the following characteristics? [Equally Weighted]

- A certified CDFI or national equivalent social investment organization
- A Certified B Corporation
- A member of the Global Alliance for Banking on Values
- A cooperative bank or credit union
- A local bank committed to serving the community
- An independently owned bank
- None of the above

Community: Suppliers, Distributors & Product

CM6.1 Please select the types of companies that represent your Significant Suppliers: [Not Weighted]

- Product Manufacturers
- Professional Service Firms (Consulting, Legal, Accounting)
- Independent Contractors
- Marketing/Advertising
- Office Supplies
- Benefits Providers
- Technology
- Raw materials
- Farms
- Other

CM6.2 Does your company screen and/or evaluate Significant Suppliers for social and environmental impact? [Not Weighted]

Yes No

CM6.4 What is the social and environmental screen that is used for a majority of your company's Significant Suppliers: [Equally Weighted]

- No formal screening process in place
- Screened for negative practices or regulatory non-compliance (e.g. no child labor)
- Screened for positive practices beyond what is required by regulations (environmentally-friendly manufacturing process; excellent labor practices, etc.)

CM6.5a When monitoring and evaluating the on-going social and environmental performance of the majority of Significant Suppliers, which of the following apply? [Equally Weighted]

- No formal supplier monitoring and evaluation process
- Significant Suppliers are evaluated based on company's own criteria
- Significant Suppliers are evaluated based on social and environmental standards best-in-class third-party certification for your industry (ISO, SA8000, etc.)
- Company visits a majority of Significant Suppliers on-site

CM6.16 Which of the following describe your relationships with all your company's independent contractors? [Equally Weighted]

- Formal routine process for independent contractors to receive post-project/contract performance feedback
- Formal routine process for independent contractors to communicate post-project or post-contract feedback to the company
- Independent contractors are verified to either work on a time-bound basis, or else split their time with work for other clients. Contractors not meeting either criteria have been offered employment.
- Independent contractors are paid a living wage (when calculated as hourly wage when living wage data is available)
- We have independent contractors, but have not engaged in any of these practices
- N/A - We haven't used independent contractors in the last year

CM6.22a What % your services have been reviewed and certified by an accreditation body? Select N/A if industry or service relevant accreditation does not exist. [Equally Weighted]

- 0%
- 1-9%
- 10-24%
- 25-74%
- 75-99%
- 100%
- Don't know
- N/A

Environment

Environment: Environment Introduction

EN1.27 What kind of facilities does your business primarily operate in? [Not Weighted]

- Company owned office space
 - Leased office space
 - Co-working Space
 - Virtual/ Home Offices
-

Environment: Land, Office, Plant (Virtual Office)

EN2.5.14a Which of the following are true of how your company encourages good environmental stewardship in how employees manage their virtual offices? [Heavily Weighted]

- There is a written policy encouraging environmentally preferred products and practices in employee virtual offices (recycling, etc.)
 - Company shares resources with employees regarding environmental stewardship in home offices (i.e. energy efficiency, recycling, etc.)
 - Policy in place for the safe disposal of e-waste and other hazardous materials purchased for employee home offices.
 - Employees are provided with a list of environmentally preferred vendors for office supplies
 - None of the above
-

Environment: Inputs

EN3.1a Does your company monitor, record and/or report its energy usage? [Equally Weighted]

- We do not currently monitor and record usage
- We monitor and record usage (no reduction targets)
- We monitor and record usage, and have specific reduction targets
- We monitor usage and have met specific reduction targets during the last fiscal year

EN3.1b Does your company monitor, record and/or report its water usage? [Equally Weighted]

- We do not currently monitor and record our usage
- We monitor and record usage (no reduction targets)
- We monitor and record usage, and have specific reduction targets
- We monitor usage and have met specific reduction targets during the last fiscal year

EN3.2 Total energy used (Gigajoules) during the last 12 months: [Not Weighted]

17,378.00

- EN3.3 Total energy used from renewable resources (Gigajoules) during the last 12 months: [Not Weighted]
15,000.00
- EN3.4 Total water use (liters) during the last 12 months [Not Weighted]
 Not tracked / unknown
- EN3.5 Have conservation and efficiency improvements led to energy savings for your facilities? If so, by how much? [Heavily Weighted]
 0% 1-4% 5-9% 10-14% 15-20% >20% Don't know
- EN3.6a What % of energy use is produced from low-impact renewable sources? [Heavily Weighted]
 0% 1-24% 25-49% 50-74% 75-99% 100% Don't know
- EN3.7a Has the company increased its % use of low impact renewable energy annually at its corporate facilities? [Equally Weighted]
 Yes No Already Maximized (100% low impact renewable)
- EN3.8a For which of the following systems have you used energy conservation/ efficiency measures for your corporate facilities in the past year? [Equally Weighted]
 Equipment: Energy Star Appliances / Automatic Sleep Modes / After-Hour Timers / etc.
 Lighting: Natural Light / CF Bulbs / Occupancy Sensors / Daylight Dimmers / Task Lighting / etc.
 HVAC: Programmable Thermostat / Timers / Occupancy Sensors / Shade Sun-Exposed Walls / Double-Paned Windows / etc.
 Other (please specify)
 None of the above
 N/A - We utilize virtual office
- EN3.10a Which of the following water conservation methods have been implemented at the majority of your corporate offices: [Equally Weighted]
 Low-flow faucets/taps, toilets/urinals, showerheads
 Grey-water usage for irrigation
 Low-volume irrigation
 Harvest rainwater
 Other (please describe)
 None
 N/A: My company has a virtual office

Environment: Outputs

EN4.1 Please select the option that best describe how you monitor and record the following emissions:

Company does not currently monitor and record emissions	Company monitors and records emissions (no reduction targets)	Company monitors emissions and has specific reduction targets	Company monitors emissions and has met specific reduction targets during the reporting period	Eliminated emissions of this by-product entirely	N/A
<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Scopes 1 and 2 greenhouse gas (GHG) emissions

EN4.5 Waste Disposed (metric tonnes) during the last 12 months [Not Weighted]

Not tracked / unknown

EN4.6 Waste Disposed: Recycled/Reused (metric tonnes) during the last 12 months [Not Weighted]

Not tracked / unknown

EN4.7 Total Greenhouse Gas Emissions (metric tonnes of CO2 equivalent) in:

Scope 1:

Scope 2:

Scope 3:

EN4.11b What % of Scopes 1 and 2 GHG emissions has been saved due to efficiency improvements implemented by your company? [Equally Weighted]

0%
 1-4%
 5-9%
 10-14%
 15-20%
 >20%
 Don't Know

EN4.12 If your company purchased certified carbon credits in the reporting period, what % of GHG emissions were off-set? [Less Weighted]

0%
 1-24%
 25-49%
 50-74%
 75-99%
 100%
 Don't know
 N/A - No carbon offsets purchased

EN4.17 Is hazardous waste always disposed of responsibly, in a way that the company can verify? [Equally Weighted]

Yes

No

N/A - We have eliminated hazardous waste

Impact Business Models

Impact Business Models: Mission Locked

- IBM1.2 Separate from a mission statement, has your company done any of the following to legally ensure that its social or environmental mission will be maintained over time, regardless of company ownership? [Equally Weighted]
- Signed a contract or board resolution to amend or adopt a legal form that requires consideration of employees, community, and the environment (i.e. Signed B Corp Term sheet but have not yet adopted stakeholder consideration)
 - Amended corporate governing documents to require the consideration of employees, community and the environment (e.g. Amended Articles of Incorporation)
 - Has a specific legal entity/governance structure that preserves mission (i.e. cooperative)
 - Legal entity/governance structure preserves mission and requires stakeholder consideration (i.e. Benefit Corp or cooperative that has amended governing documents to include stakeholder consideration)
 - Other - Please describe
 - None of the above
-

Impact Business Models: Worker Business Models Introduction

- IBM2.2 Is your company structured to benefit its employees in the following way? [Not Weighted]
- Ownership structures that provide significant equity (>40%) and empowerment to all employees (i.e. employee-owned companies/cooperative)
 - No
-

Impact Business Models: Customer Models Introduction

- IBM15.1a Does your product/service address a social or economic problem for or through your customers? [Not Weighted]
- Yes No
-

Impact Business Models: Customer Products & Services Introduction

- IBM16.2 How would you describe the positive outcome for customers created by your product/service? [Not Weighted]
- Enterprise and entrepreneurs are accessing skills training and business services that allow individuals to focus on income-generating activities that streamline/enhance business activity.

IBM16.3a Which of the following most closely matches the outcome and/or problem solved for your customers as defined above?
[Not Weighted]

- Access to products/services that fulfill basic human needs for individuals without prior access (e.g. providers of electricity or clean drinking water to rural poor communities, affordable housing projects, waste and sanitation systems or disposal)
- Improved or Maintained Health/Wellness (e.g. medical equipment, medical services and medicines, preventative health services or products, healthy living products, exercise and sporting products, prescription eyeglasses)
- Improved Education or Skills Development (e.g. schools, textbooks, tutoring services, career leadership training, education tools, games and software)
- Increased economic opportunity for underserved groups (e.g. financial or insurance services or benefits consulting for the underserved, new mechanisms to connect products to market)
- Increased operational success or capital for purpose driven or underserved enterprises (e.g. impact investing or fundraising platforms, non-profit accounting services)
- Increased social and/or environmental impact for businesses or other organizations (e.g. sustainability consulting)
- Increased Access to Arts, Media, or Culture (e.g. independent media, artisanal crafts, photography, information services)
- None of the above

IBM116.4 Total Number of Customers

Individuals:	0.00
Organizations:	45.00

Impact Business Models: Support for Underserved/Purpose Driven Enterprises

IBM40.1 Please tell us more about how your product or service increases the flow of capital and/or provide capacity building to purpose driven enterprises. [Not Weighted]

Our services connect with the core of companies that are driven to make a difference in their community, and our services communicate that core story in a way that resonates with their audience in order ultimately to make a difference.

IBM40.2 Which of the following product or service descriptions best fit your company? [Not Weighted]

- Products/services support the operations of purpose driven enterprises or organizations (e.g. accounting services for non-profit organizations)
- Products/services support the operations of underserved enterprises, such as women/ minority owned or small to medium sized community businesses that lack access to services (e.g. incubators for urban businesses)
- Products/services that directly raise capital for purpose-driven enterprises or underserved businesses (e.g. fundraising campaigns for a social service agencies)
- These descriptions do not apply to our company's product/service (Skip the remainder of this section)

IBM40.5 What were your total revenues last fiscal year from the previous products or services? [Not Weighted]

69,615.00

IBM40.6 This is a calculated question based on your previous answers: "What were your total revenues last fiscal year from products or services that support purpose-driven enterprises?" and "Total revenue from the last fiscal year" [Not Weighted]

IBM40.7 This is a calculated question based on your previous answers: "Which of the following product or service descriptions best fit your company?" and "What % of your revenues last fiscal year were from products or services that support purpose-driven enterprises?" [6x]

IBM40.12 How do you verify that your product or service contributes to the outcome previously selected? [Least Weighted]

- We have a track record of successful, verified positive outcomes and have created case studies based on these.
- There is secondary research that supports the link between our type of product and the stated outcome.
- We conduct our own direct research to track the outcomes produced for all our customers, such as impact-related surveys
- We have third party certifications or verifications that verify the efficacy of our product/service in delivering outcomes
- We have performed, commissioned, or partnered with scientifically designed impact or outcome assessments to systematically learn about our product's impact
- Our product is too early stage to have research or studies that link our product to positive outcomes
- We cannot provide verification of our outcomes at this time.

IBM40.13 If direct research on your product/service has been performed, did the results confirm that a desired outcome is being achieved? [Least Weighted]

- Yes No NA

IBM40.17 Does your company also measure and manage the negative or unintended outcomes generated by this business model? [Least Weighted]

- Yes No

Impact Business Models: Serving In Need Populations

IBM59.1 Does your product/service benefit underserved populations, either directly or by supporting organizations that directly serve them? [Not Weighted]

- Yes No

Impact Business Models: Community Business Models Introduction

IBM4.1a Is your company structured to benefit community stakeholders in any of the following ways? [Not Weighted]

- A producer-owned cooperative structure in which suppliers share control and benefits of company operations (e.g. farmer cooperative, artisanal cooperative)
- Purchasing fair/direct trade to improve livelihoods for underserved groups in your supply chain
- A micro-distribution or micro-franchising model that provides economic opportunities to underserved groups
- A formal standing commitment to donate a significant portion of sales/profits/ownership to charitable causes (>2% sales, >20% profits/ownership)
- Providing high quality jobs and/or professional development for individuals with chronic barriers to employment (workforce development programs)
- A community-focused business model that supports and builds the economic vitality of local communities
- None of the above

Impact Business Models: Designed to Give

IBM13.1a Are any of the following true regarding your charitable giving structure? [Most Heavily Weighted]

- 20% or more of my company is owned by a non-profit organization
- We are formally committed to donate more than 20% of profits to charity each year.
- We are formally committed to donate the equivalent of 5% of revenues or more to charitable partners each year (including in-kind product donations).
- We are formally committed to donate the equivalent of 5% or more of our time through pro-bono services
- We have created and provide the majority of funding for a non-profit foundation, of which at least 10% of company profits (or 2% of sales) are donated each year
- None of the above

IBM13.2 How much was donated during the last fiscal year? [Not Weighted]

3,935.00

IBM13.3b Based on the above structures and commitments in place, what is the equivalent % of company revenues that were donated or distributed to non-profit partners in the last fiscal year? [Most Heavily Weighted]

- 0-4.9% revenues
- 5-7.4% revenues
- 7.5-9.9% revenues
- 10-12.4% revenues
- 12.5%+ revenues

IBM13.4 Does your company do any of the following? [Less Weighted]

- Play a leadership role with recipient charitable organizations (e.g. board or advisory board participation)
- Use a 3rd party screen to ensure that recipient organizations meet specific guidelines to qualify for donations
- Use a 3rd party screen to ensure that recipient organizations are efficiently allocating resources (i.e. Guidestar, Charity Navigator)
- Company screens charitable partners based on their own criteria
- None of the above

IBM13.6 Has your company defined the outcomes (separate from the outputs) it seeks through your donations? [Least Weighted]

Yes No

IBM13.9 Does your company also measure and manage the negative or unintended outcomes generated by this business model? [Least Weighted]

Yes No

IBM13.10 Is there something different or innovative about the company's approach to charitable-giving that has changed the industry? Is this something replicable, unique at the time it was created, and that has been emulated by other organizations? [Not Weighted]

N/A

Impact Business Models: Environmental Models Introduction

IBM59.1 Are your company's products or process structured to restore or preserve the environment in any of the following ways? [Not Weighted]

- Through a manufacturing, wholesale or agriculture process which is designed to significantly reduce environmental impact compared to typical practices for the industry
- Through a product or service that preserves, conserves, or restores the environment or resources
- None of the above

Disclosure Questionnaire

Disclosure Questionnaire: Disclosure Industries

DQ1.1 Please indicate if the company is involved in production of or trade in any the following. Select Yes for all options that apply.

Yes No

- Any product or activity deemed illegal under host country laws or regulations or international conventions and agreements
- Gambling
- Pharmaceuticals subject to international phase-outs or bans
- Payday lending
- Pornography
- Wildlife or wildlife products regulated under the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES)

DQ1.2 If you selected "Yes" previously, please provide a detailed explanation of the company's involvement here. [Not Weighted]

Does not apply

Disclosure Questionnaire: Disclosure Practices

DQ2.1 Please indicate if the following statements are true regarding whether or not the company engages in the following practices. Check all that apply. If the statement is true, select "True." If false, select "False."

True False

Yes

No

- Company is not formally registered in accordance with domestic regulations
- Company has reduced or minimized taxes through the use of corporate shells or structural means
- Company facilities are located adjacent to or in sensitive ecosystems
- Overtime work for hourly workers is compulsory
- Company uses workers who are prisoners
- Company prohibits workers from freely associating and bargaining collectively for the terms of one's employment
- Company exploitatively operates in conflict zones
- Company employs individuals on zero-hour contracts

DQ2.2 If you selected "True" previously, please provide a detailed explanation of the company's engagement in these practices here. [Not Weighted]
does not apply

Disclosure Questionnaire: Disclosure Outcomes

DQ3.1 Please indicate if the following statements are true regarding if the company has experienced any of the following in the past 5 years. Check all that apply. If the statement is true, select "True." If false, select "False."

- | True | False | | Yes | No |
|-----------------------|----------------------------------|--|-----|----|
| <input type="radio"/> | <input checked="" type="radio"/> | Company has had an operational or on-the-job fatality | | |
| <input type="radio"/> | <input checked="" type="radio"/> | Company sites have experienced accidental discharges to air, land or water of hazardous substances | | |
| <input type="radio"/> | <input checked="" type="radio"/> | Construction or operation of company facilities resulted in physical resettlement or economic displacement involving 5,000 or more people near your facility | | |
| <input type="radio"/> | <input checked="" type="radio"/> | Material litigation or arbitration against company | | |
| <input type="radio"/> | <input checked="" type="radio"/> | Company has filed for bankruptcy | | |
| <input type="radio"/> | <input checked="" type="radio"/> | Company has had material breaches of individual's confidential information | | |

DQ3.2 If you selected "True" previously, please provide a detailed explanation of the company's experience related to the previous statement here. [Not Weighted]
does not apply

Disclosure Questionnaire: Disclosure Penalties

DQ4.1 Please indicate if the company has had any formal complaint to a regulatory agency or been assessed any fine or sanction in the past five years for any of the following practices or policies. Check all that apply.

- | Yes | No | |
|-----------------------|----------------------------------|--|
| <input type="radio"/> | <input checked="" type="radio"/> | Diversity and equal opportunity |
| <input type="radio"/> | <input checked="" type="radio"/> | Employee safety or workplace conditions |
| <input type="radio"/> | <input checked="" type="radio"/> | Environmental issues |
| <input type="radio"/> | <input checked="" type="radio"/> | Financial reporting |
| <input type="radio"/> | <input checked="" type="radio"/> | Geographic operations or international affairs |
| <input type="radio"/> | <input checked="" type="radio"/> | Investments or Loans |
| <input type="radio"/> | <input checked="" type="radio"/> | Labor issues (internal and supply chain) |
| <input type="radio"/> | <input checked="" type="radio"/> | Marketing |
| <input type="radio"/> | <input checked="" type="radio"/> | Political contributions |
| <input type="radio"/> | <input checked="" type="radio"/> | Taxes |
| <input type="radio"/> | <input checked="" type="radio"/> | Bribery, fraud or corruption |

DQ4.2 If you selected "Yes" previously, please provide a detailed explanation of the complaint/fine/sanction here. [Not Weighted]

does not apply

Disclosure Questionnaire: Supplier Disclosure

DQ5.1 Please indicate if any of the following statements are true regarding your company's significant suppliers.

True	False	Don't Know	
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Significant Suppliers employ workers under the age of 15 (or other minimum work age covered by the International Labour Organization Convention No. 138)
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Significant suppliers use any workers who are prisoners
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Significant Suppliers have had an operational or on-the-job fatality
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Significant Suppliers' sites have experienced accidental discharges to air, land or water of hazardous substances
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Construction or operation of Significant Suppliers' facilities resulted in physical resettlement or economic displacement involving 5,000 or more people near their facility
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Construction or operation of Significant Suppliers involved large scale land acquisition
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Construction or operation of Significant Suppliers involved large scale land conversion and/or degradation
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Construction or operation of Significant Suppliers involved the construction or refurbishment of dams
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Significant Suppliers have had material fines or sanctions in the last five years regarding the issues indicated in DQ4.1
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Significant Suppliers exploitatively operate in conflict zones

Disclosure Questionnaire: Other Disclosures

DQ6.1 Are there any other sensitive aspects of the business that are necessary to disclose? [Not Weighted]