



# Gender Benchmark

Questionnaire

March 2020

## INTRODUCTION

This questionnaire is divided into five sections:

- A. Corporate, which covers the company's full range of activities including in the workplace, supply chain, marketplace and community
- B. Workplace
- C. Supply Chain
- D. Marketplace
- E. Community

For Workplace and Supply Chain, there are similar subsections on:

- Governance and Strategy
- Representation
- Compensation and Benefits
- Health and Well-being
- Violence and Harassment

Each section and subsection includes a number of questions relating to company commitments, activities and performance on gender equality. For each question, supporting evidence is required. Please upload relevant documents or provide links to relevant documents and/or websites. If you share internal information that you wish to keep confidential, please indicate this in the comments box under the relevant question. Please ensure that the answers provided apply to 2018-2019. Submitted data will be used for scoring and analysis. Scores for each indicator will be published as part of the results but the information that is shared to inform the assessment will not be published.

## SECTION A: CORPORATE

This section includes questions related to the company's entire value chain including the workplace, supply chain, marketplace and community.

### GOVERNANCE AND STRATEGY

#### 1. Strategic action

**The company has integrated gender equality and women's empowerment into its business strategy.**

- Q1. Has the company made a public commitment to gender equality and women's empowerment (e.g. by having signed the UN Women's Empowerment Principles, or having made another public commitment at CEO level)?

**UN Women's Empowerment Principles (WEPs):** *Refers to a set of Principles offering guidance to business on how to promote gender equality and women's empowerment in the workplace, marketplace and community. Established by the UN Global Compact and UN Women, the WEPs are informed by international labour and human rights standards and grounded in the recognition that businesses have a stake in, and a responsibility for, gender equality and women's empowerment. The WEPs are a primary vehicle for corporate delivery on gender equality dimensions of the 2030 agenda and the UN Sustainable Development Goals.*

Company answer (multiple choice):

- Yes, the company has made a public commitment.  
 No, the company has not made a public commitment.

***If yes, please upload evidence or provide a link including page numbers/sections.***

- Q2. Does the company have a gender strategy or has the company integrated gender equality and women's empowerment into its business strategy?

Company answer (multiple choice):

- Yes, the company has a stand-alone strategy on gender equality and women's empowerment .  
 Yes, the company has integrated gender equality and women's empowerment into its business strategy.  
 No, the company does not have a stand-alone gender strategy nor has it integrated gender equality and women's empowerment into its business strategy.

If **yes**, please provide details.

***If yes, please upload evidence or provide a link including page numbers/sections.***

- Q3. Has the company undertaken a self-assessment or third-party assessment or certification for gender equality (e.g. EDGE, WGEA Employer of Choice, Arborus – GEEIS, UNDP Gender Equality Seal, WEPs-GAT)?

**EDGE:** *EDGE is a global assessment methodology and business certification standard for gender equality. It measures where organisations stand in terms of gender balance across their pipeline, pay equity, effectiveness of policies and practices to ensure equitable career flows as well as inclusiveness of their culture. EDGE stands for Economic Dividends for Gender Equality and is distinguished by its rigour and focus on business impact.*

**WGEA Employer of Choice:** *The WGEA Employer of Choice for Gender Equality citation commenced in 2014 and is a leading practice recognition programme that aims to encourage, recognise and promote active commitment to achieving gender equality in Australian workplaces. The citation's seven focus areas cover leadership, strategy and accountability; developing a gender balanced workforce; gender pay equity; support for caring; mainstreaming flexible work; preventing gender-based harassment and discrimination, sexual harassment and bullying; and driving change beyond your workplace.*

**arborus GEEIS:** *Gender Equality European and International Standard (GEEIS) is an accreditation which conveys a positive, forward-looking message to co-construct a better world, respectful of women and men as well as the planet, and to prepare a world of peace for future generations. Companies accredited with GEEIS are recognised not only for respecting local laws on gender equality, but also for going beyond such laws, putting in place equal processes and good practices.*

**UNDP Gender Equality Seal:** *The Gender Equality Seal for Public and Private Enterprises (GES) is an innovative programme driven by the UN Development Programme that engages the private sector to achieve excellency standards to promote gender equality and women's empowerment in the business world.*

**WEPS-GAT:** *The Women's Empowerment Principles Gap Analysis Tool helps companies identify strengths, gaps, and opportunities to improve their performance on gender equality.*

Company answer (multiple choice):

- Yes, the company has undertaken a self-assessment and a third-party assessment or certification for gender equality.
- Yes, the company has undertaken a third-party assessment or certification for gender equality.
- Yes, the company has undertaken a self-assessment for gender equality.
- No, the company has not undertaken an assessment for gender equality.

If **yes**, please provide details.

**Please upload evidence or provide a link including page numbers/sections.**

- Q4. Has the company publicly disclosed specific targets on gender equality and women's empowerment?

Company answer (multiple choice):

- Yes, the company has publicly disclosed specific targets and tracks progress against them regularly.
- Yes, the company has publicly disclosed specific targets.
- No, the company has not publicly disclosed specific targets.

**If yes, please upload evidence or provide a link including page numbers/sections.**

## 2. Senior leadership accountability

The company has established senior leadership accountability for driving gender equality and women's empowerment.

- Q5. Does the company have a specific individual or individuals with direct and overall responsibility for gender equality and women's empowerment in the company?

Company answer (multiple choice):

- Yes, the company has multiple individuals in different functions who are responsible for gender.  
 Yes, the company has one individual who is responsible for gender.  
 No, the company does not have a specific individual who is responsible for gender.

***If yes, please specify:***

- Function and level of seniority;  
 Whether gender equality and/or women's empowerment is their primary responsibility;  
 Key issues covered (e.g. procurement, recruitment and retention, remuneration including gender pay gap, violence and harassment).

***Please upload evidence or provide a link including page numbers/sections.***

- Q6. If the company has specific targets on gender equality and women's empowerment, which levels of leadership have at least annual oversight of progress against them?

Please select all appropriate:

- Board of directors  
 Senior executives  
 Senior management  
 Middle/other management

***Please upload evidence or provide a link including page numbers/sections.***

## 3. Gender-responsive human rights due diligence process

The company has a gender-responsive risk identification and assessment process as part of its human rights due diligence process.

*Human rights due diligence is a core component of a company's responsibility to respect human rights under the UN Guiding Principles on Business and Human Rights. A **gender-responsive human rights due diligence process** 'focuses specifically on businesses' potential and actual adverse impacts on human rights related to sex, gender, gender identity and sexual orientation, with particular emphasis on the experiences of women and girls, and the multiple intersecting forms of discrimination that influence the realization of equal rights'.*

*A critical aspect of gender-responsive human rights due diligence is the adoption of a gender-responsive approach to identifying and assessing actual and potential adverse human rights impacts. This includes:*

- *Drawing on the knowledge of gender experts;*

- *Conducting meaningful consultations with potentially affected women, women’s organisations (including grassroots organisations) and women human rights defenders;*
- *Using sex-disaggregated data and outcome indicators to assess the true impact of the company’s activities on women and consider that different women may be affected differently because of the intersectional nature of discrimination; and*
- *Recognising that gender discrimination, sexual harassment and gender-based violence have severe and irreparable impacts and should be prevented, mitigated and remediated on a priority basis.*

Q7. Which of the following gender-related human rights impacts does the company screen for as part of its human rights due diligence process in its workplace and supply chain?

**Supply chain:** *Broadly defined as all supply chain business relationships, tier 1 suppliers and beyond, including subcontractors. For the purposes of the Gender Benchmark, the focus is primarily on direct, contracted or tier 1 suppliers.*

Please select all appropriate:

- Sexual harassment
- Gender-based violence (other than sexual harassment)
- Gender discrimination
- Unequal remuneration
- Human trafficking
- Access to women’s health services (e.g., contraception)
- Other

If **other**, please describe.

**Please upload evidence or provide a link including page numbers/sections.**

Q8. Which gender-related human rights impacts has the company identified and assessed as being salient (i.e. most severe and potentially irreparable if not addressed)?

Please select all appropriate:

- Sexual harassment
- Gender-based violence (other than sexual harassment)
- Gender discrimination
- Unequal remuneration
- Human trafficking
- Access to women’s health services (e.g., contraception)
- Other

If **other**, please describe.

**Please upload evidence or provide a link including page numbers/sections.**

Q9. Does the company consult with any of the following parties as part of the risk identification and assessment process?

Please select all appropriate:

- Affected and potentially affected women in the workplace and supply chain
- Women's organisations (including grassroots organisations)
- Women human rights defenders
- Internal or independent gender experts
- Other

If **other**, please describe.

*Please upload evidence or provide a link including page numbers/sections.*

## SECTION B: WORKPLACE

This section includes questions related to the company's own operations including its headquarters and other offices (e.g. domestic, foreign, subsidiary).

### GOVERNANCE AND STRATEGY / WORKPLACE

#### 5. Grievance mechanism

**The company has a gender-responsive grievance mechanism.**

**Gender responsive:** Refers to outcomes that reflect an understanding of gender roles and inequalities and which make an effort to encourage equal participation and equal and fair distribution of benefits. Gender responsiveness is accomplished through gender analysis and gender inclusiveness.

**Gender-responsive grievance mechanism:** A grievance mechanism that takes into account the specific needs of women employees/ aggrieved parties and reflects an understanding of gender roles and inequalities.

Q10. Does the company have a gender-responsive mechanism through which employees can report grievances?

Company answer (multiple choice):

- Yes, the company has a gender-responsive grievance mechanism.
- No, the company does not have a gender-responsive grievance mechanism.

**If yes, please select all appropriate. The grievance mechanism:**

- Ensures user confidentiality
- Allows for anonymous reporting
- Allows for alternate access to a party concerning the grievance, if the perpetrator is the direct supervisor of the aggrieved party
- Ensures the protection of the aggrieved party (non-retaliation)
- Utilises an impartial third-party investigator for all grievances
- Involves a gender-balanced review body to process grievances

- Is available in all relevant languages, based on the composition of the workforce/as appropriate to the geographic areas that the mechanism covers
- Allows verbal submission of grievances via a telephone line
- Involves women in the review of the grievance mechanism

***Please upload evidence or provide a link including page numbers/sections.***

Q11. Does the company collect, analyse and monitor sex-disaggregated grievance data (e.g. number of grievances reported, number of grievances remediated) at least annually?

Company answer (multiple choice):

- Yes, the company collects, analyses and monitors sex-disaggregated grievance data including the number of grievances reported and remediated.
- Yes, the company collects, analyses and monitors sex-disaggregated grievance data on the number of grievances reported.
- No, the company does not collect, analyse and monitor sex-disaggregated grievance data.

***If yes, please upload evidence or provide a link including page numbers/sections.***

## 6. Employee engagement

**The company seeks feedback from its employees to inform its gender equality and women's empowerment efforts.**

Q12. Does the company have employee surveys or other engagement mechanisms that specifically address gender equality and women's empowerment issues?

Company answer (multiple choice):

- Yes, the company engages with employees on gender issues.
- No, the company does not engage with employees on gender issues.

***If yes, please specify the issues addressed:***

- Representation (e.g. women in leadership positions)
- Compensation and benefits (e.g. gender pay gap, parental leave, childcare support)
- Health and well-being (e.g. maternal health, breastfeeding, contraception, abortion, mental health)
- Violence and harassment (e.g. sexual harassment policy, training, grievance mechanism)
- Other

If **other**, please describe.

If **yes**, please specify how often employee feedback on gender issues is solicited.

***Please upload evidence or provide a link including page numbers/sections.***



Q13. Has the company integrated employee feedback regarding gender issues into its company policies and/or practices?

Company answer (multiple choice):

- Yes, the company has integrated employee feedback into its policies/practices.  
 No, the company has not integrated employee feedback into its policies/practices.

If **yes**, please provide examples of how employee feedback on gender issues has been integrated into company policies/practices.

*Please upload evidence or provide a link including page numbers/sections.*

## 7. External stakeholder engagement

**The company engages with external stakeholders to inform its gender equality and women's empowerment efforts.**

Q14. Does the company engage with external stakeholders to inform its gender equality and women's empowerment efforts?

Company answer (multiple choice):

- Yes, the company engages with external stakeholders to inform its gender equality and women's empowerment efforts.  
 No, the company does not engage with external stakeholders to inform its gender equality and women's empowerment efforts.

If **yes**, please specify which stakeholders the company engages with and how often stakeholder engagement is solicited.

***If yes, please specify the issues addressed:***

- Representation (e.g. women in leadership positions)  
 Compensation and benefits (e.g. gender pay gap, parental leave, childcare support)  
 Health and well-being (e.g. maternal health, breastfeeding, contraception, abortion, mental health)  
 Violence and harassment (e.g. sexual harassment policy, training, grievance mechanism)  
 Other

If **other**, please describe.

*Please upload evidence or provide a link including page numbers/sections.*

Q15. Has the company integrated external stakeholder feedback on gender issues into its company policies and/or practices?

Company answer (multiple choice):

- Yes, the company has integrated external stakeholder feedback into its policies/practices.
- No, the company has not integrated external stakeholder feedback into its policies/practices.

If **yes**, please provide examples of how external stakeholder feedback on gender issues has been integrated into company policies/practices.

*Please upload evidence or provide a link including page numbers/sections.*

## REPRESENTATION / WORKPLACE

### 11. Gender equality in leadership

**The company has achieved gender equality in leadership.**

Q16. What proportion (%) of the company's board of directors are women?

Company answer (multiple choice):

- More than 40% of the members of the board are women
- 20-40% of the members of the board are women
- 0-20% of the members of the board are women
  
- Please select if the current chairperson or equivalent position is held by a woman

**Chairperson:** *An executive elected by a company's board of directors who is responsible for presiding over board or committee meetings.*

*Please upload evidence or provide a link including page numbers/sections.*

Q17. What proportion (%) of the company's senior executives are women?

**Senior executives:** *Refers to the senior operating officers or managers of a company who are responsible for the everyday operations of the organisation and report directly to the board of directors.*

Company answer (multiple choice):

- More than 40% of the senior executives are women
- 20-40% of the senior executives are women
- 0-20% of the senior executives are women
  
- Please select if the current CEO or equivalent position is held by a woman
- Please select if the current CFO or equivalent position is held by a woman

**Please upload evidence or provide a link including page numbers/sections.**

Q18. What proportion (%) of the company's senior management are women?

**Senior management:** Refers to senior officers or managers of an organisation or corporation, reporting to the senior executive level.

Company answer (multiple choice):

- More than 40% of senior management are women
- 20-40% of senior management are women
- 0-20% of senior management are women
- The company does not collect this data

**Please upload evidence or provide a link including page numbers/sections.**

Q19. What proportion (%) of the company's middle/other management are women?

**Middle/other management:** May vary depending on the company but usually refers to those with some form of line/employee management responsibility that may be three or more levels removed from the most senior level(s) of the company.

Company answer (multiple choice):

- More than 40% of middle/other management are women
- 20-40% of middle/other management are women
- 0-20% of middle/other management are women
- The company does not collect this data

**Please upload evidence or provide a link including page numbers/sections.**

Q20. What proportion (%) of the company's workforce are women?

Company answer (multiple choice):

- More than 40% of the workforce are women
- 20-40% of the workforce are women
- 0-20% of the workforce are women
- The company does not collect this data

**Please upload evidence or provide a link including page numbers/sections.**

Q21. Does the company collect, analyse and monitor sex-disaggregated data on the gender balance of its workforce across various levels of leadership at least annually?

Company answer (multiple choice):

- Yes, the company collects, analyses and monitors sex-disaggregated data on the gender balance of its workforce across various levels of leadership at least annually.
- No, the company does not collect, analyse and monitor sex-disaggregated data on the gender balance of its workforce across various levels of leadership at least annually.

If **yes**, please provide details of any other related data the company collects, analyses and monitors (e.g. by gender identity including transgender etc.; by race/ethnicity).

*Please upload evidence or provide a link including page numbers/sections.*

## 12. Professional development and promotion

**The company offers professional development programmes and equal promotion opportunities to its women employees.**

Q22. Does the company offer professional development programmes (e.g. mentoring programmes, leadership coaching, access to internal and/or external professional networks, educational programmes, formal sponsorship programmes) with specific support for women?

Company answer (multiple choice):

- Yes, the company offers professional development programmes with specific support for women.
- No, the company does not offer professional development programmes with specific support for women.

*If yes, please select all appropriate:*

- Mentoring programmes
- Leadership coaching
- Access to professional networks (internal and/or external)
- Educational programmes
- Formal sponsorship programmes
- Other

If **other**, please describe.

If **yes**, please clarify which programmes specifically target women.

*Please upload evidence or provide a link including page numbers/sections.*

*If yes, please go to Q23 and Q24, otherwise skip.*

Q23. Does the company collect, analyse and monitor sex-disaggregated data on the percentage of employees participating in these programmes, at least annually?

Company answer (multiple choice):

- Yes, the company collects, analyses and monitors sex-disaggregated data on the percentage of employees participating in these programmes, at least annually.

No, the company does not collect, analyse and monitor sex-disaggregated data on the percentage of employees participating in these programmes, at least annually.

If **yes**, please provide the most recent data available.

**Please upload evidence or provide a link including page numbers/sections.**

Q24. Does the company collect sex-disaggregated data on percentage of employees promoted?

**Promotion:** Refers to a permanent change when an employee advances to a raised or higher office or rank on an ongoing basis. It does not refer to temporary changes to duties or in circumstances where an employee transfers to a position of equal rank or relocates to an overseas office.

Company answer (multiple choice):

- Yes, the company collects sex-disaggregated data on percentage of employees promoted.
- No, the company does not collect sex-disaggregated data on percentage of employees promoted.

If **yes**, please provide sex-disaggregated data on percentage of employees promoted in the last fiscal year.

If **yes**, please specify whether this data is collected, analysed and monitored at least annually.

If **yes**, please clarify if this data is disaggregated by other factors (e.g. race/ethnicity, gender identity including transgender etc.).

**Please upload evidence or provide a link including page numbers/sections.**

### 13. Occupational segregation

**The company has achieved gender equality across key functions.**

Q25. Does the company collect sex-disaggregated data on the gender balance of its workforce by occupational function?

Company answer (multiple choice):

- Yes, the company collects sex-disaggregated data on the gender balance of its workforce by occupational function.
- No, the company does not collect sex-disaggregated data on the gender balance of its workforce by occupational function.

A If **yes**, please provide sex-disaggregated data on the gender balance of the company's workforce by occupational function and please indicate if this data is collected, analysed and monitored at least annually.

*Please upload evidence or provide a link including page numbers/sections.*

#### 14. Turnover and absenteeism

**The company measures and addresses employee turnover and absenteeism by sex.**

Q26. Does the company collect sex-disaggregated data on the annual turnover of employees?

Company answer (multiple choice):

Yes, the company collects sex-disaggregated data on the annual turnover of employees.

No, the company does not collect sex-disaggregated data on the annual turnover of employees.

If **yes**, please provide details including turnover rates at various levels of leadership.

*Please upload evidence or provide a link including page numbers/sections.*

Q27. Does the company collect sex-disaggregated data on the annual absenteeism levels of employees?

**Absenteeism:** Refers to missing work because of incapacity of any kind, not just as the result of work-related injury or disease. Absenteeism does not include permitted leave absences.

Company answer (multiple choice):

Yes, the company collects sex-disaggregated data on the annual absenteeism levels of employees.

No, the company does not collect sex-disaggregated data on the annual absenteeism levels of employees.

If **yes**, please provide details.

Q28. Does the company collect, analyse and monitor sex-disaggregated data on turnover and absenteeism at least annually?

Company answer (multiple choice):

Yes, the company collects, analyses and monitors sex-disaggregated turnover and absenteeism data at least annually.

No, the company does not collect, analyse and monitor sex-disaggregated turnover and absenteeism data at least annually.

*Please upload evidence or provide a link including page numbers/sections.*

## COMPENSATION AND BENEFITS / WORKPLACE

### 19. Gender pay gap

The company measures, publishes and addresses its gender pay gap.

Q29. Does the company collect sex-disaggregated pay data?

Company answer (multiple choice):

- Yes, the company collects sex-disaggregated pay data.  
 No, the company does not collect sex-disaggregated pay data.

***If yes, please select all appropriate and provide percentage of gender pay gap:***

***Gender pay gap:*** Refers to the difference between average hourly earnings of men and average hourly earnings of women expressed as a percentage of average hourly earnings of men. This indicator provides a measure of the relative difference between the hourly earnings of men and those of women.

***Median gender pay gap:*** Refers to the difference between the midpoints in the ranges of hourly earnings of men and women. It takes all salaries in the sample, lines them up in order from lowest to highest, and picks the middle salary.

***Mean gender pay gap:*** Refers to the difference between the average hourly earnings of men and women (i.e., gender pay gap).

- Average/mean pay gap

Percentage

- Median pay gap

Percentage

If **yes**, please provide details of whether the data provided refers to the headquarters country and/or some/all remaining countries with direct company operations.

Q30. Does the company collect sex-disaggregated pay data by different pay bands?

Company answer (multiple choice):

- Yes, the company collects sex-disaggregated pay data by different pay bands.  
 No, the company does not collect sex-disaggregated pay data by different pay bands.

If **yes**, please provide the relevant data.

***Please upload evidence or provide a link including page numbers/sections.***

Q31. Does the company collect sex-disaggregated pay data by occupational function?

Company answer (multiple choice):

- Yes, the company collects sex-disaggregated pay data by occupational function.  
 No, the company does not collect sex-disaggregated pay data by occupational function.

If **yes**, please provide the relevant data.

***Please upload evidence or provide a link including page numbers/sections.***

Q32. Does the company include other financial benefits (e.g. insurance benefits, bonuses, retirement contributions) when analysing its gender pay gap?

Company answer (multiple choice):

- Yes, the company includes other financial benefits when analysing its gender pay gap.  
 No, the company does not include other financial benefits when analysing its gender pay gap.

If **yes**, please provide details of which benefits.

***Please upload evidence or provide a link including page numbers/sections.***

Q33. Does the company collect, analyse and monitor sex-disaggregated data on pay, at least annually?

Company answer (multiple choice):

- Yes, the company collects, analyses and monitors sex-disaggregated data on pay, at least annually.  
 No, the company does not collect, analyse and monitor sex-disaggregated data on pay, at least annually.

Q34. Does the company use a third party to undertake/verify its gender pay gap analysis?

Company answer (multiple choice):

- Yes, the company uses a third party to undertake/verify its gender pay gap analysis.  
 No, the company does not use a third party to undertake/verify its gender pay gap analysis.

If **yes**, please provide details of which third party.

***Please upload evidence or provide a link including page numbers/sections.***

Q35. Does the company have a strategy/is the company taking active steps to address any pay gaps identified?



Company answer (multiple choice):

- Yes, the company has a strategy/is taking active steps to address any pay gaps identified.
- No, the company does not have a strategy/is not taking active steps to address any pay gaps identified.

If **yes**, please provide details of the strategy or steps, including targets and timescales.

**Please upload evidence or provide a link including page numbers/sections.**

## 20A. Paid primary carer leave (may be referred to as maternity leave)

The company provides paid primary carer leave to its employees.

Q36. Does the company have a global policy of providing at least 14 weeks of paid primary carer leave to full-time employees?

**Primary carer** is the member of a couple identified as having greater responsibility for the children and looking after their needs. Primary carer leave is the period of leave for primary carers, who in adoptive or same-sex couples can be someone other than the biological mother. However, as mothers are usually the primary carers, primary carer leave may be referred to as maternity leave.

**Maternity leave:** Refers to employment-protected leave of absence for employed mothers at or in the first few months after childbirth. The ILO recommends at least 14 weeks of paid maternity leave.

**Paid:** Refers to at least two thirds of the full salary.

Company answer (multiple choice):

- Yes, the company has a global policy of providing at least 14 weeks of paid primary carer leave to full-time employees.
- No, the company does not have a global policy of providing at least 14 weeks of paid primary carer leave to full-time employees.

**If yes, please enter the number of weeks:**

**If no, please select all appropriate:**

- The company has a global policy of providing paid primary carer leave to full-time employees, but it is less than 14 weeks
- The company provides paid primary carer leave to full-time employees depending on the national legislation/government-funded subsidy
- Other

If **other**, please describe.

If **no**, please provide details of the number of weeks offered per country of operation including the number of weeks that are fully paid by the company and/or via a government-funded subsidy.

***Please upload evidence or provide a link including page numbers/sections.***

- Q37. Does the company have a global policy of providing at least 14 weeks of paid primary carer leave to part-time employees?

Company answer (multiple choice):

- Yes, the company has a global policy of providing at least 14 weeks of paid primary carer leave to part-time employees.
- No, the company does not have a global policy of providing at least 14 weeks of paid primary carer leave to part-time employees.

***If yes, please enter the number of weeks:***

***If no, please select all appropriate:***

- The company has a global policy of providing paid primary carer leave to part-time employees, but it is less than 14 weeks
- The company provides paid primary carer leave to part-time employees depending on the national legislation/government-funded subsidy
- Other

If **other**, please describe.

If **no**, please provide details of the number of weeks offered per country of operation including the number of weeks that are fully paid by the company and/or via a government-funded subsidy.

***Please upload evidence or provide a link including page numbers/sections.***

- Q38. Does the company monitor the return-to-work rate of employees after primary carer leave and their retention a year after primary carer leave?

Company answer (multiple choice):

- Yes, the company monitors the return-to-work rate of employees after primary carer leave and their retention a year after primary carer leave.
- No, the company does not monitor the return-to-work rate of employees after primary carer leave and their retention a year after primary carer leave.

***If yes, please provide percentage/number of employees in the last 12 months:***

Percentage/number of  
employees

Q39. Does the company implement concrete actions (excluding policies) that promote the return to work and retention of workers after primary care leave?

Company answer (multiple choice):

- Yes, the company implements concrete actions (excluding policies) that promote the return to work and retention of workers after primary care leave.
- No, the company does not implement concrete actions (excluding policies) that promote the return to work and retention of workers after primary care leave.

If **yes**, please provide details of the actions and their effectiveness.

**Please upload evidence or provide a link including page numbers/sections.**

## 20B. Secondary carer leave (may be referred to as paternity leave)

**The company provides paid secondary carer leave to its employees.**

Q40. Does the company have a global policy of providing at least two weeks of paid secondary carer leave to full-time employees?

**Secondary carer** is the member of a couple identified as having secondary responsibility for the children, supplementing the role of the primary carer, who bears greater responsibility for looking after their needs. Secondary carer leave is the period of leave for secondary carers, who in adoptive or same-sex couples can be someone other than the biological father. As fathers are usually the secondary carers, secondary carer leave may be referred to as paternity leave.

**Paternity leave:** Refers to employment-protected leave of absence for employed fathers at or in the first few months after childbirth. Paternity leave is not stipulated by international convention. In general, periods of paternity leave are much shorter than periods of maternity leave. Because of their short length, workers on paternity leave often continue to receive full wage payments. The ILO recognizes that current best practice with regard to paternity leave is two weeks or more paid leave of absence.

**Paid:** Refers to at least two thirds of the full salary

Company answer (multiple choice):

- Yes, the company has a global policy of providing at least two weeks of paid secondary carer leave to full-time employees.
- No, the company does not have a global policy of providing at least two weeks of secondary carer leave to full-time employees.

**If yes, please enter the number of weeks:**

**If no, please select all appropriate:**

- The company has a global policy of providing paid secondary carer leave to full-time employees, but it is less than two weeks

- The company provides paid secondary carer leave to full-time employees depending on the national legislation/government-funded subsidy
- Other

If **other**, please describe.

If **no**, please provide details of the number of weeks offered per country of operation including the number of weeks that are fully paid by the company and/or via a government-funded subsidy.

***Please upload evidence or provide a link including page numbers/sections.***

Q41. Does the company track the number of workers who take secondary carer leave?

Company answer (multiple choice):

- Yes, the company tracks the number of workers who take secondary carer leave.
- No, the company does not track the number of workers who take secondary carer leave.

If **yes**, please provide details.

***Please upload evidence or provide a link including page numbers/sections.***

Q42. Does the company implement concrete actions (excluding policies) that promote the uptake of secondary carer leave?

Company answer (multiple choice):

- Yes, the company implements concrete actions (excluding policies) that promote the uptake of secondary carer leave.
- No, the company does not implement concrete actions (excluding policies) that promote the uptake of secondary carer leave.

If **yes**, please provide details of the actions and their effectiveness.

***Please upload evidence or provide a link including page numbers/sections.***

## 21. Childcare and other family support

**The company provides childcare and/or other family support to its employees.**

Q43. Does the company offer childcare and/or other support to its employees?

Company answer (multiple choice):

- Yes, the company offers childcare and/or other support to its employees.
- No, the company does not offer childcare and/or other support to its employees.

***If yes, please select all appropriate:***

- On-site childcare facilities
- Childcare subsidies for off-site care
- Referrals for off-site childcare facilities
- Paid time off for breastfeeding and lactating
- Paid time off to attend healthcare appointments with children/dependents
- Other dependent care options

If **other**, please describe.

If **yes**, please specify which, if any, of these options are available to part-time employees.

If **yes**, please specify the geographical scope of these options (e.g. headquarters location, some/all countries of operation).

## 22. Flexible work

**The company provides flexible working options to its employees.**

Q44. Does the company offer flexible working hours to its employees (the ability to alter the start and end of the working day)?

Company answer (multiple choice):

- Yes, the company offers flexible working hours to its employees.
- No, the company does not offer flexible working hours to its employees

If **no**, please specify if there are particular reasons why this option is not available.

***If yes, is this option available to part-time employees as well?***

- Yes, the option of flexible working hours is available to part-time employees.
- No, the option of flexible working hours is not available to part-time employees.

***If yes, does the company track the uptake of flexible working hours?***

- Yes, the company tracks the uptake of flexible working hours.
- No, the company does not track the uptake of flexible working hours.

If **yes**, please specify the percentage of employees who have taken up flexible working hours.

***Please upload evidence or provide a link including page numbers/sections.***

Q45. Does the company offer flexible work locations to its employees (the ability to work from home/telecommuting)?

Company answer (multiple choice):

- Yes, the company offers flexible work locations to its employees.  
 No, the company does not offer flexible work locations to its employees.

If **no**, please specify if there are particular reasons why this option is not available.

***If yes, is this option available to part-time employees as well?***

- Yes, the option of flexible work locations is available to part-time employees.  
 No, the option of flexible work locations is not available to part-time employees.

***If yes, does the company track the uptake of flexible work locations?***

- Yes, the company tracks the uptake of flexible work locations.  
 No, the company does not track the uptake of flexible work locations.

If **yes**, please specify the percentage of employees who have taken up flexible work locations.

***Please upload evidence or provide a link including page numbers/sections.***

## HEALTH AND WELL-BEING / WORKPLACE

### 26. Health information and services for employees

The company ensures the provision and coverage of gender-responsive health information and services for its employees.

***Gender-responsive health information and services:*** Health information and services that take into account the specific health needs of women and girls.

***Please answer this section if you have operations outside the United States.***

#### **OPERATIONS OUTSIDE THE US**

In certain countries, gender-responsive health information and services are provided and/or funded by the government.

Q46. For each of the health information and services listed, in countries where no or only partial government-funded support is provided, does the company cover any of the remaining costs for its employees?

#### **a. Maternal health**

***Maternal health:*** Refers to the health of women during pregnancy, childbirth, and the postpartum period. It encompasses the healthcare dimensions of family planning, preconception, prenatal, and

*postnatal care in order to ensure a positive and fulfilling experience, in most cases, and reduce maternal morbidity and mortality, in other cases.*

Company answer (multiple choice):

- Yes, the company covers at least some of the remaining costs in **all** relevant countries for maternal health information and services.
- Yes, the company covers at least some of the remaining costs in **some** of the relevant countries for maternal health information and services.
- No, the company does not cover any of the remaining costs for maternal health information and services.
- The company does not have this information.

If **yes**, please provide as many details as possible on the cost coverage, policies by country/location and the type of employees (full-time, part-time employees) that these benefits apply to.

**b. Sexual and reproductive health (e.g. contraception, abortion, assisted reproductive technologies)**

***Sexual and reproductive health and rights:*** Rights for all to make choices regarding their own sexuality and reproduction, providing they respect the rights of others to bodily integrity. This includes the right to access information and services needed to support these choices and optimise health (e.g., contraception, family planning, abortion).

Company answer (multiple choice):

- Yes, the company covers at least some of the remaining costs in **all** relevant countries for sexual and reproductive health information and services.
- Yes, the company covers at least some of the remaining costs in **some** of the relevant countries for sexual and reproductive health information and services.
- No, the company does not cover any of the remaining costs for sexual and reproductive health information and services.
- The company does not have this information.

If **yes**, please provide as many details as possible on the cost coverage, policies by country/location and the type of employees (full-time, part-time employees) that these benefits apply to.

**c. Mental health**

***Mental health:*** Refers to a state of well-being in which an individual realises his or her own abilities, can cope with the normal stresses of life, can work productively and is able to make a contribution to his or her community. Mental health services are defined as the assessment, diagnosis, treatment or counselling in a professional relationship to assist an individual or group in alleviating mental or emotional illness, symptoms, conditions or disorders.

Company answer (multiple choice):

- Yes, the company covers at least some of the remaining costs in **all** relevant countries for mental health information and services.
- Yes, the company covers at least some of the remaining costs in **some** of the relevant countries for mental health information and services.
- No, the company does not cover any of the remaining costs for mental health information and services.
- The company does not have this information.

If **yes**, please provide as many details as possible on the cost coverage, policies by country/location and the type of employees (full-time, part-time employees) that these benefits apply to.

**Please answer this section if you have any operations in the United States.**

**FOR US OPERATIONS**

Q47. Does the company offer its US-based employees a fully insured health plan or a self-insured health plan?

**Fully insured health plan vs self-insured health plan:** A **fully insured health plan** refers to a health insurance plan in which an employer pays a specific premium amount to an insurance company to get coverage for a specific number of employees. Fully insured health plans are an alternative to self-funded plans, in which an employer acts as its own health insurance company. With fully insured plans, the health insurance company handles all of the administrative responsibilities and pays out all of the claims. With a **self-funded insurance plan**, these responsibilities typically fall on the employer. Fully insured plans are often more expensive because they require premium payments. However, self-funded insurance plans can be more difficult for the employer to manage since the employer would be responsible for both paying out the claims and managing the policies itself.

Company answer (multiple choice):

- The company offers its US-based employees a fully insured health plan.
- The company offers its US-based employees a self-insured health plan.

**Please upload evidence or provide a link including page numbers/sections.**

Q48. Does the company provide coverage of the costs associated with any of the following health information and services?

- a. Maternal health (e.g. pre- and post-natal care, breast pumping)
- b. Sexual and reproductive health (e.g. full range of contraception methods, abortion, assisted reproductive technologies)
- c. Mental health



Company answer (multiple choice):

- Yes, the company provides coverage of the costs associated with **all** of the health information and services listed.
- Yes, the company provides coverage of the costs associated with **some** of the following health information and services listed.
- No, the company does not provide coverage of the costs associated with any of the following health information and services listed.

If **yes**, for each type of health information and service covered, please provide details, including the proportion of costs covered, whether these services are provided to all employees (including part-time and employees) and in all locations of the company's own operations in the US.

***Please upload evidence or provide a link including page numbers/sections.***

- Q49. Does the company monitor that the health insurance providers ensure network adequacy and quality of services obtainable under the plans offered, including for maternal health, sexual and reproductive health (e.g. contraception, abortion) and mental health?

Company answer (multiple choice):

- Yes, the company monitors that the health insurance providers ensure network adequacy and quality of services obtainable under the plans offered.
- No, the company does not monitor that the health insurance providers ensure network adequacy and quality of services obtainable under the plans offered.

If **yes**, please provide details.

***Please upload evidence or provide a link including page numbers/sections.***

## **VIOLENCE AND HARASSMENT / WORKPLACE**

***Violence and harassment:*** Refers to a range of unacceptable behaviours and practices that aim at, result in, or are likely to result in physical, psychological, sexual or economic harm. This potentially covers physical abuse, verbal abuse, bullying and mobbing, sexual harassment, threats and stalking, and work-related communications including those enabled by information and communication technologies.

### **29. Violence and harassment prevention**

**The company actively prevents violence and harassment in the workplace.**

- Q50. Does the company have any publicly available policies regarding violence and harassment in the workplace (e.g. zero tolerance policy, safe transport policy etc.)?

Company answer (multiple choice):

- Yes, the company has publicly available policies in place regarding violence and harassment in the workplace.
- No, the company does not have publicly available policies in place regarding violence and harassment in the workplace.

If **yes**, please provide details.

**Please upload evidence or provide a link including page numbers/sections.**

Q51. Does the company provide training on violence and harassment to its employees?

Company answer (multiple choice):

- Yes, the company provides training on violence and harassment.
- No, the company does not provide training on violence and harassment.

**If yes, please specify what the training entails:**

- Training defines what violence and harassment comprise
- Training is conducted by a gender expert
- Training is conducted in the local language
- Training includes bystander training
- Other

**Bystander training:** Refers to training that enables staff that may witness but may not directly experience violence and/or harassment to develop skills to identify inappropriate behaviour at work and attitudes that contribute to a culture of gender inequality.

If **other**, please describe.

**If yes, please specify the training scope:**

- Training is mandatory for all full-time employees
- Training is mandatory for all part-time employees
- Training is conducted as part of the employee induction/on-boarding process
- Training is conducted at least annually

**Please upload evidence or provide a link including page numbers/sections.**

Q52. Does the company take any additional actions to help prevent violence and harassment in the workplace?

Company answer (multiple choice):

- Yes, the company takes additional actions to help prevent violence and harassment in the workplace.

No, the company does not take additional actions to help prevent violence and harassment in the workplace.

***If yes, please select all appropriate:***

- The company implements internal communications/campaigns that reinforce the company's zero tolerance of violence and harassment in the workplace
- The company explores its culture to understand and address underlying gender social norms
- The company has a process in place to monitor/assess business travel and client entertainment expenses to detect inappropriate business expenses such as company funds being used to sexually exploit women and girls or adult 'entertainment' involving nudity or lewd behaviour
- The company provides access to transportation to and from work and while on business travel (including in environments where public transport is unsafe or unavailable)
- The company regularly checks company premises to ensure they are adequately lit and secure
- Other

If **other**, please describe.

***Please upload evidence or provide a link including page numbers/sections.***

### 30. Violence and harassment remediation

**The company effectively remediates claims of violence and harassment in the workplace.**

Q53. Does the company have a remediation process for addressing violence and harassment grievances in the workplace?

Company answer (multiple choice):

- Yes, the company has a remediation process for addressing violence and harassment grievances in the workplace.
- No, the company does not have a remediation process for addressing violence and harassment grievances in the workplace.

***If yes, please select all appropriate:***

- The process does not require private arbitration of violence and harassment claims (through company policy or mandatory arbitration clauses in employment contracts)
- The process prohibits the inclusion of a confidentiality provision (non-disclosure/silencing agreement) in violence and harassment settlement agreements, unless requested by the victim
- The process outlines clear disciplinary action/sanctions for the perpetrator
- The process sets out the process for alerting external authorities if the complaint is about criminal behaviour
- The process offers support for the aggrieved during/after remediation (e.g. leave from work, counselling/mental health support)
- The process is regularly assessed and updated with the participation of women and men employees and/or gender experts
- Other

If **other**, please describe.

Please provide any additional details.

**Please upload evidence or provide a link including page numbers/sections.**

Q54. Does the company collect, analyse and monitor sex-disaggregated data on the remediation of violence and harassment grievances at least annually?

Company answer (multiple choice):

- Yes, the company collects, analyses and monitors sex-disaggregated data on the remediation of violence and harassment grievances at least annually.
- No, the company does not collect, analyse or monitor sex-disaggregated data on the remediation of violence and harassment grievances at least annually.

**If yes, please select all appropriate:**

- Number of violence and harassment grievances, disaggregated by sex
- Number of violence and harassment grievances remediated, disaggregated by sex
- Average remediation time for reported cases of violence and harassment
- Retention rate of employees who report cases of violence and harassment
- Other

If **other**, please describe.

**Please upload evidence or provide a link including page numbers/sections.**

## SECTION C: SUPPLY CHAIN

### GOVERNANCE AND STRATEGY / SUPPLY CHAIN

**Supply chain:** Broadly defined as all supply chain business relationships, tier 1 suppliers and beyond, including subcontractors. For the purposes of the Gender Benchmark, the focus is primarily on direct, contracted or tier 1 suppliers.

**Suppliers:** Broadly defined as tier 1 suppliers and beyond, including subcontractors. For the purposes of the Gender Benchmark, the focus is primarily on direct, contracted or tier 1 suppliers.

#### 8. Commitment in the supply chain

**The company drives gender equality and women's empowerment within its supply chain.**

Q55. Does the company require its suppliers to undertake a gender needs assessment with respect to their supply chain workers?

**Gender needs assessment:** *An assessment of the needs of women workers in order to understand the specific issues facing them and identify possible areas of intervention that support gender equality and women’s empowerment. A gender needs assessment need not be stand-alone so long as it assesses the needs of female workers in the context of broader worker needs (e.g. financial well-being).*

Company answer (multiple choice):

- Yes, the company requires its suppliers to undertake a gender needs assessment.
- No, the company does not require its suppliers to undertake a gender needs assessment.

**If yes, please specify the issues captured in this assessment:**

- Representation (e.g. economic empowerment, professional development)
- Compensation and benefits
- Health and well-being (e.g. contraception, mental health)
- Violence and harassment
- Other

If **other**, please provide details.

**Please upload evidence or provide a link including page numbers/sections.**

Q56. Has the company publicly disclosed specific targets on gender equality and women’s empowerment in its supply chain?

Company answer (multiple choice):

- Yes, the company has publicly disclosed specific supply chain targets and has tied them to its purchasing decisions.
- Yes, the company has publicly disclosed specific supply chain targets.
- No, the company has not publicly disclosed specific supply chain targets.

**Please upload evidence or provide a link including page numbers/sections.**

**If yes, please go to Q57, otherwise skip.**

Q57. Does the company track its progress against the targets?

Company answer (multiple choice):

- Yes, the company track its progress against the targets.
- Not, the company does track its progress against the targets.

If **yes**, please provide details

**Please upload evidence or include a link including page numbers/ sections.**

## 9. Grievance mechanism in the supply chain

**The company requires its suppliers to have a gender-responsive grievance mechanism.**

Q58. Does the company ensure its supply chain workers have access to the company's own grievance mechanism to raise complaints (including in relation to gender-related issues) about the company's suppliers or the company's operations?

Company answer (multiple choice):

- Yes, the company ensures that its supply chain workers have access to the company's own grievance mechanism.
- No, the company does not ensure that its supply chain workers have access to the company's own grievance mechanism.

If **yes**, please provide details.

***If yes, please select all appropriate:***

- The company ensures that its supply chain workers are aware of the company's own grievance mechanism
- The company collects, analyses and monitors sex-disaggregated data in its supply chain (e.g. number of grievances reported, number of grievances remediated)
- The company ensures that external individuals and communities have access to the company's own grievance mechanism to raise complaints (including in relation to gender-related issues) about the company's suppliers or the company's operations

Please provide details.

***Please upload evidence or provide a link including page numbers/sections.***

Q59. Does the company require its suppliers to have a grievance mechanism in place for workers to raise complaints (including gender-related issues) related to the supplier or the company's operations?

Company answer (multiple choice):

- Yes, the company requires its suppliers to have a grievance mechanism in place for workers to raise complaints.
- No, the company does not require its suppliers to have a grievance mechanism in place for workers to raise complaints.

If **yes**, please provide details.

***If yes, please select all appropriate:***

- The company requires its suppliers to ensure that supply chain workers are aware of the supplier's grievance mechanism
- The company requires that its suppliers collect sex-disaggregated data on the grievances reported by supply chain workers
- The company requires its suppliers to ensure that external individuals and communities have access to the supplier's grievance mechanism to raise complaints (including in relation to gender-related issues)

Please provide details.

***Please upload evidence or provide a link including page numbers/sections.***

## 10. Corrective action process in the supply chain

**The company has a gender-responsive corrective action process in place in its supply chain.**

Q60. Does the company screen for gender-related issues among its suppliers, as part of its audit process?

Company answer (multiple choice):

- Yes, the company screens for gender-related issues among its suppliers.
- No, the company does not screen for gender-related issues among its suppliers.

***If yes, please select all appropriate:***

- Sexual harassment
- Gender-based violence (other than sexual harassment)
- Discrimination against pregnant or married women
- Discrimination against divorced or widowed women
- Intimidation, harassment, retaliation or violence against trade union members/representatives
- Informal workers
- Lack of access to quality health information and services
- Lack of gender-segregated washrooms and toilet facilities
- Absence of policy covering gender discrimination
- Absence of policy on sexual harassment
- Lack of communication of non-discrimination policy
- Other

If **other**, please describe.

***Please upload evidence or provide a link including page numbers/sections.***

Q61. Has the company identified any gender-related issues as requiring corrective action to be taken by a supplier within a set period of time in order to remediate the issue?

Company answer (multiple choice):

- Yes, the company has identified gender-related issues as requiring corrective action.
- No, the company has not identified any gender-related issues as requiring corrective action.

***If yes, please select all appropriate:***

- Sexual harassment
- Gender-based violence (other than sexual harassment)
- Discrimination against pregnant or married women
- Discrimination against divorced or widowed women
- Intimidation, harassment, retaliation or violence against trade union members/representatives
- Informal workers
- Lack of access to quality health information and services
- Lack of gender-segregated washrooms and toilet facilities
- Absence of policy covering gender discrimination
- Absence of policy on sexual harassment
- Lack of communication of non-discrimination policy
- Other

If **other**, please provide details.

***Please upload evidence or provide a link including page numbers/sections.***

Q62. Has the company identified any gender-related issues as automatically resulting in termination of the relationship with a supplier?

Company answer (multiple choice):

- Yes, the company has identified gender-related issues as automatically resulting in termination of the relationship.
- No, the company has not identified any gender-related issues as automatically resulting in termination of the relationship.

***If yes, please select all appropriate:***

- Sexual harassment
- Gender-based violence (other than sexual harassment)
- Discrimination against pregnant or married women
- Discrimination against divorced or widowed women
- Intimidation, harassment, retaliation or violence against trade union members/representatives
- Informal workers
- Lack of access to quality health information and services
- Lack of gender-segregated washrooms and toilet facilities
- Absence of policy covering gender discrimination
- Absence of policy on sexual harassment
- Lack of communication of non-discrimination policy
- Other



If **other**, please provide details.

**Please upload evidence or provide a link including page numbers/sections.**

Q63. In the past two years, did the company agree upon corrective action plans linked to gender-related issues with any of its suppliers?

Company answer (multiple choice):

- Yes, the company agreed upon corrective action plans linked to gender-related issues.  
 No, the company did not agree upon corrective action plans linked to gender-related issues.

If **yes**, please specify the percentage of the company's suppliers with whom corrective action plans linked to gender-related issues were agreed upon.

**Please upload evidence or provide a link including page numbers/sections.**

Q64. In the past two years, did the company terminate its relationship due to gender-related issues with any of its suppliers?

Company answer (multiple choice):

- Yes, the company terminated its relationship due to gender-related issues.  
 No, the company did not terminate its relationship due to gender-related issues.

If **yes**, please specify the percentage of the company's suppliers whose relationships were terminated due to gender-related issues.

**Please upload evidence or provide a link including page numbers/sections.**

## REPRESENTATION / SUPPLY CHAIN

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**Suppliers:** Broadly defined as tier 1 suppliers and beyond, including subcontractors. For the purposes of the Gender Benchmark, the focus is primarily on direct, contracted or tier 1 suppliers.

### 15. Gender equality in leadership in the supply chain

**The company requires its suppliers to drive gender equality in leadership.**

Q65. Does the company collect or require its suppliers to collect sex-disaggregated data by leadership level (e.g. supervisors, line managers, workers etc.) across the supply chain?

Company answer (multiple choice):

Yes, the company collects or requires its suppliers to collect sex-disaggregated data by leadership level across the supply chain.

No, the company does not collect or require its suppliers to collect sex-disaggregated data by leadership level across the supply chain.

If **yes**, please specify which suppliers this data is collected for (e.g. percentage of Tier 1 suppliers).

***Please upload evidence or provide a link including page numbers/sections.***

Q66. Does the company support its suppliers in offering professional development opportunities (e.g. training, mentoring and sponsorship programmes, educational opportunities) to women workers in the supply chain?

Company answer (multiple choice):

Yes, the company supports its suppliers in offering professional development opportunities to women workers in the supply chain.

No, the company does not support its suppliers in offering professional development opportunities to women workers in the supply chain.

If **yes**, please provide details (e.g. what type of support, to which suppliers and why).

***Please upload evidence or provide a link including page numbers/sections.***

## **16. Non-discrimination against pregnant and/or married women workers in the supply chain**

**The company requires its suppliers not to discriminate against pregnant and/or married women workers.**

Q67. Does the company require its suppliers to have an equal opportunity/non-discrimination policy that explicitly protects pregnant/married women workers?

Company answer (multiple choice):

Yes, the company requires its suppliers to have an equal opportunity/non-discrimination policy that explicitly protects pregnant/married women workers.

No, the company does not require its suppliers to have an equal opportunity/non-discrimination policy that explicitly protects pregnant/married women workers.

If **yes**, please specify which suppliers this policy covers (e.g. percentage of Tier 1 suppliers).

***Please upload evidence or provide a link including page numbers/sections.***

Q68. Does the company require its suppliers to provide training (e.g. unconscious bias training) to its hiring managers to ensure a non-biased approach to the recruitment and promotion of pregnant/married women workers?

Company answer (multiple choice):

- Yes, the company requires its suppliers to provide training to its hiring managers.  
 No, the company does not require its suppliers to provide training to its hiring managers.

If **yes**, please specify which suppliers this policy covers (e.g. percentage of Tier 1 suppliers).

***Please upload evidence or provide a link including page numbers/sections.***

Q69. Does the company provide support to its suppliers to prevent discrimination against pregnant/married women workers in the supply chain?

- Yes, the company provides support to its suppliers to prevent discrimination against pregnant/married women workers in the supply chain.  
 No, the company does not provide support to its suppliers to prevent discrimination against pregnant/married women workers in the supply chain.

If **yes**, please provide details (e.g. what type of support, to which suppliers and why).

***Please upload evidence or provide a link including page numbers/sections.***

## **17. Enabling environment for freedom of association and collective bargaining in the supply chain**

**The company requires its suppliers to create an enabling environment for workers to exercise their rights to freedom of association and collective bargaining.**

Q70. Does the company require its suppliers to have recognition agreements with local trade unions?

- Yes, the company requires its suppliers to have recognition agreements with local trade unions.  
 No, the company does not require its suppliers to have recognition agreements with local trade unions.

If **yes**, please provide details.

***Please upload evidence or provide a link including page numbers/sections.***

Q71. Does the company require its suppliers to prohibit gender-specific intimidation, harassment, retaliation and violence against trade union members/representatives?

Yes, the company requires its suppliers to prohibit gender-specific intimidation, harassment, retaliation and violence against trade union members/representatives.

No, the company does not require its suppliers to prohibit gender-specific intimidation, harassment, retaliation and violence against trade union members/representatives.

If **yes**, please provide details.

***Please upload evidence or provide a link including page numbers/sections.***

Q72. Does the company provide or require its suppliers to provide support (e.g. training) to workers on their rights to freedom of association and collective bargaining?

Yes, the company provides or requires its suppliers to provide awareness and education support to workers.

No, the company does not provide or require its suppliers to provide awareness and education support to workers.

***If yes, please select all appropriate:***

Awareness and education support (e.g., training)

Joint information sessions

Supplier management training on preventing interference with trade union activities

Allowing women workers to engage in trade union activities during work hours

Other

If **other**, please provide details.

***Please upload evidence or provide a link including page numbers/sections.***

Q73. Do the company's suppliers have any recognised collective bargaining agreements currently in place?

Yes, the company's suppliers have recognised collective bargaining agreements currently in place.

No, the company's suppliers do not have recognised collective bargaining agreements currently in place.

If **yes**, please provide details.

***Please upload evidence or provide a link including page numbers/sections.***

## 18. Gender-responsive procurement

The company actively supports women-owned businesses.

**Gender-responsive procurement:** Refers to a sustainable selection of services, goods or civil works that takes into account the impact on gender equality and women's empowerment. It is an opportunity for the procuring entity to expand its global markets, diversifying its supply chains while simultaneously growing the economy and improving the lives of women around the globe by screening suppliers for alignment to elimination of discrimination against women, the empowerment of women, and the achievement of equality between women and men.

**Women-owned businesses:** Businesses that are 51% owned, managed and unconditionally controlled and/or run by one or more women for both long-term decision-making and the day-to-day management and administration of the business operations, along with complete independence from non-women-owned businesses.

Q74. Has the company made a public commitment to gender-responsive procurement?

Company answer (multiple choice):

- Yes, the company has made a public commitment to gender-responsive procurement.
- No, the company has not made a public commitment to gender-responsive procurement.

If **yes**, please provide details.

**Please upload evidence or provide a link including page numbers/sections.**

Q75. Does the company procure from women-owned businesses?

Company answer (multiple choice):

- Yes, the company procures from women-owned businesses in the country where its headquarters are located and across all of its own operations.
- Yes, the company procures from women-owned businesses in the country where its headquarters are located.
- No, the company does not procure from women-owned businesses.
- The company does not have this information.

If **yes**, please specify the percentage of the company's total procurement spend that is directed to women-owned businesses.

**Please upload evidence or provide a link including page numbers/sections.**

Q76. Has the company taken any specific actions to increase its support for women-owned businesses?

Company answer (multiple choice):

- Yes, the company has taken specific actions to increase its support for women-owned businesses.
- No, the company has not taken specific actions to increase its support for women-owned businesses.

If **yes**, please provide details of the actions taken (e.g. market access initiatives, credit access initiatives, internal procedures/processes/systems, capacity building support for women-owned businesses).

**Please upload evidence or provide a link including page numbers/sections.**

Q77. Does the company collect, analyse and monitor data on the total procurement spend that is directed to women-owned businesses?

Company answer (multiple choice):

- Yes, the company collects, analyses and monitors data on the total procurement spend that is directed to women-owned businesses.
- No, the company does not collect, analyse or monitor data on the total procurement spend that is directed to women-owned businesses.

If **yes**, please provide details including frequency (e.g. at least annually) and scope (e.g. headquarters vs. all own operations, trade vs. non-trade suppliers) of analysis.

## COMPENSATION AND BENEFITS / SUPPLY CHAIN

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### 23. Formal contracts in the supply chain

**The company requires its suppliers to offer their workers formal contracts.**

Q78. Does the company require its suppliers to offer their workers formal contracts?

Company answer (multiple choice):

- Yes, the company requires its suppliers to offer their workers formal contracts.
- No, the company does not require its suppliers to offer their workers formal contracts.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers.

Q79. Does the company take any specific actions to help ensure its suppliers support formal rather than informal work?

**Informal work:** Refers to work without a formal contract, lacking social protection, rights at work and decent working conditions.

- Yes, the company takes specific actions to help ensure its suppliers support formal rather than informal work.
- No, the company does not take specific actions to help ensure its suppliers support formal rather than informal work.

**If yes, please select all appropriate:**

- The company requires that its suppliers subcontract to registered businesses
- The company requires that its suppliers collect sex-disaggregated data by contract type (e.g. permanent, temporary, piece-rate, agency, sub-contracted)
- The company recognises the existence of home-based workers
- Other

If **other**, please describe.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers.

**Please upload evidence or provide a link including page numbers/sections.**

## 24. Living wage in the supply chain

**The company requires its suppliers to pay their workers a living wage and monitors supplier adherence.**

**Living wage:** There are numerous definitions of living wage but the core concept is to provide a decent standard of living for a worker and his or her family. A living wage is sufficient to cover food, water, clothing, transport, education, health care and other essential needs for workers and their family based on a regular work week not including overtime hours.

Q80. Does the company require its suppliers to pay their workers a living wage?

Company answer (multiple choice):

- Yes, the company requires its suppliers to pay their workers a living wage.
- No, the company does not require its suppliers to pay their workers a living wage.

**If yes, please select all appropriate:**

- The living wage requirement is included in contractual arrangements
- The living wage requirement is included in the supplier code of conduct

Other

If **other**, please describe.

If **yes**, please specify the percentage of suppliers that are required to pay their workers a living wage.

**Please upload evidence or provide a link including page numbers/sections.**

**If yes, please go to Q81, otherwise skip.**

Q81. Does the company monitor the payment of living wages by its suppliers?

Company answer (multiple choice):

- Yes, the company monitors the payment of living wages.  
 No, the company does not monitor the payment of living wages.

If **yes**, please specify the percentage of the company's supply chain workers who are paid a living wage.

**Please upload evidence or provide a link including page numbers/sections.**

Q82. Does the company take any specific actions to help ensure its suppliers pay their workers a living wage?

Company answer (multiple choice):

- Yes, the company takes specific actions to help ensure its suppliers pay their workers a living wage.  
 No, the company does not take specific actions to help ensure its suppliers pay their workers a living wage.

**If yes, please select all appropriate:**

- The company requires a collective bargaining agreement that addresses the provision of a living wage  
 The company has a joint action plan with suppliers to achieve payment of a living wage  
 The company provides capacity building training on responsible purchasing practices  
 The company promotes industry collaborations and/or initiatives (e.g. Malawi Tea 2020)  
 The company conducts wage assessments in factories  
 Other

If **other**, please describe.



If **yes**, please specify the percentage of suppliers with which the company takes specific actions to help ensure supply chain workers are paid a living wage.

*Please upload evidence or provide a link including page numbers/sections.*

## 25. Family-friendly benefits provision in the supply chain

The company requires its suppliers to provide primary and secondary carer leave as well as childcare and/or other family support.

Q83. Does the company require its suppliers to offer at least 14 weeks of paid primary carer leave to their workers?

***Primary carer** is the member of a couple identified as having greater responsibility for the children and looking after their needs. Primary carer leave is the period of leave for primary carers, who in adoptive or same-sex couples can be someone other than the biological mother. However, as mothers are usually the primary carers, primary carer leave may be referred to as maternity leave.*

***Maternity leave:** Refers to employment-protected leave of absence for employed mothers at or in the first few months after childbirth. The ILO recommends at least 14 weeks of paid maternity leave.*

***Paid:** Refers to at least two thirds of the full salary.*

Company answer (multiple choice):

- Yes, the company requires its suppliers to provide at least 14 weeks of paid primary carer leave.
- No, the company does not require its suppliers to provide at least 14 weeks of paid primary carer leave.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers and if/how the company monitors supplier adherence.

*Please upload evidence or provide a link including page numbers/sections.*

Q84. Does the company require its suppliers to offer at least two weeks of paid secondary carer leave to their workers?

***Secondary carer** is the member of a couple identified as having secondary responsibility for the children, supplementing the role of the primary carer, who bears greater responsibility for looking after their needs. Secondary carer leave is the period of leave for secondary carers, who in adoptive or same-sex couples can be someone other than the biological father. As fathers are usually the secondary carers, secondary carer leave may be referred to as paternity leave.*

***Paternity leave:** Refers to employment-protected leave of absence for employed fathers at or in the first few months after childbirth. Paternity leave is not stipulated by international convention. In general, periods of paternity leave are much shorter than periods of maternity leave. Because of their short length, workers on paternity leave often continue to receive full wage payments. The ILO*

*recognizes that current best practice with regard to paternity leave is two weeks or more paid leave of absence.*

***Paid:*** Refers to at least two thirds of the full salary.

Company answer (multiple choice):

- Yes, the company requires its suppliers to provide at least two weeks of paid secondary carer leave.
- No, the company does not require its suppliers to provide at least two weeks of paid secondary carer leave.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers and if/how the company monitors supplier adherence.

***Please upload evidence or provide a link including page numbers/sections.***

Q85. Does the company require its suppliers to provide childcare support to their workers?

Company answer (multiple choice):

- Yes, the company requires its suppliers to provide childcare support to their workers.
- No, the company does not require its suppliers to provide childcare support to their workers.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers, the type of childcare support offered and if/how the company monitors supplier adherence.

***Please upload evidence or provide a link including page numbers/sections.***

Q86. Does the company require its suppliers to provide other family support (e.g. dependent care) to their workers?

Company answer (multiple choice):

- Yes, the company requires its suppliers to provide other family support to their workers.
- No, the company does not require its suppliers to provide other family support to their workers.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers, the type of family support offered and if/how the company monitors supplier adherence.

***Please upload evidence or provide a link including page numbers/sections.***

## HEALTH AND WELL-BEING / SUPPLY CHAIN

**Supply chain:** Broadly defined as all supply chain business relationships, tier 1 suppliers and beyond, including subcontractors. For the purposes of the Gender Benchmark, the focus is primarily on direct, contracted or tier 1 suppliers.

**Suppliers:** Broadly defined as tier 1 suppliers and beyond, including subcontractors. For the purposes of the Gender Benchmark, the focus is primarily on direct, contracted or tier 1 suppliers.

### 27. Safe and healthy work environment in the supply chain

**The company requires its suppliers to address the specific health, safety and hygiene needs of their women workers, and to provide their workers with a gender-responsive, safe and healthy work environment.**

**Gender responsive:** Refers to outcomes that reflect an understanding of gender roles and inequalities and which make an effort to encourage equal participation and equal and fair distribution of benefits. Gender responsiveness is accomplished through gender analysis and gender inclusiveness.

Q87. Does the company require its suppliers to address the specific health, safety and hygiene needs of their women workers?

- Yes, the company requires its suppliers to address the specific health, safety and hygiene needs of their women workers.
- No, the company does not require its suppliers to address the specific health, safety and hygiene needs of their women workers.

**If yes, please select all appropriate. Suppliers are required to:**

- Ensure adequate and safe toilet facilities for women workers that accommodate their hygiene needs, such as clean water and soap and disposal methods for feminine hygiene products
- Regularly check company premises to ensure they are adequately lit and secure
- Provide access to clean drinking water
- Provide dedicated breastfeeding/lactating rooms that are clean and safe
- Provide access to transportation to and from work and while on business travel (including in environments where public transport is unsafe or unavailable)
- Provide training to staff on ergonomics, exposure to hazardous materials and other occupational risks, considering the differential biological impacts of health and safety on women and men
- Provide personal protective equipment for men and women, taking into consideration the needs of pregnant and nursing women
- Consult with men and women workers to determine if the health, safety and hygiene services and protections provided meet workers' needs
- Other

If **other**, please describe.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers.

***Please upload evidence or provide a link including page numbers/sections.***

Q88. Does the company monitor supplier adherence to the requirement to address the specific health, safety and hygiene needs of their women workers?

Yes, the company monitors supplier adherence to the requirement to address the specific health, safety and hygiene needs of their women workers.

No, the company does not monitor supplier adherence to the requirement to address the specific health, safety and hygiene needs of their women workers.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers and if/how the company monitors supplier adherence (e.g. through an audit process).

***Please upload evidence or provide a link including page numbers/sections.***

Q89. Does the company support its suppliers in ensuring a gender-responsive, safe and healthy work environment for their workers?

Company answer (multiple choice):

Yes, the company supports its suppliers in ensuring a gender-responsive, safe and healthy work environment.

No, the company does not support its suppliers in ensuring a gender-responsive, safe and healthy work environment.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers and the type of support provided.

Q90. Does the company collect, analyse and monitor sex-disaggregated data on injuries, fatalities, turnover and absenteeism of workers in the supply chain?

Yes, the company collects, analyses and monitors sex-disaggregated data on some/all of these issues in the supply chain.

No, the company does not collect, analyse or monitor sex-disaggregated data on these issues in the supply chain.

***If yes, please specify the types of sex-disaggregated data that is captured:***

Number of injuries

Number of fatalities

Days absent due to health/safety issues

If **yes**, please specify the percentage of the company's suppliers for which data is collected on these issues.

*Please upload evidence or provide a link including page numbers/sections.*

## 28. Health information and services in the supply chain

The company requires its suppliers to ensure access to gender-responsive health information and services for their workers.

**Gender-responsive health information and services:** Health information and services that take into account the specific health needs of women and girls.

Q91. Has the company made a public commitment to gender-responsive health information and services in its supply chain?

Company answer (multiple choice):

Yes, the company has made a public commitment to gender-responsive health information and services in its supply chain.

No, the company has not made a public commitment to gender-responsive health information and services in its supply chain.

If **yes**, please provide details.

*Please upload evidence or provide a link including page numbers/sections.*

Q92. Does the company require its suppliers to have a clean health room/clinic on-site with credentialed health providers?

**Credentialed health providers:** Refers to healthcare professionals who have undergone stringent scrutiny regarding their ability to practise medicine, thus assuring patients that they are being treated by providers whose qualifications, training, licensure and ability to practise medicine are acceptable.

Company answer (multiple choice):

Yes, the company requires its suppliers to have a clean health room/clinic on-site with credentialed health providers.

No, the company does not require its suppliers to have a clean health room/clinic on-site with credentialed health providers.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers and if/how the company monitors supplier adherence.

*Please upload evidence or provide a link including page numbers/sections.*

Q93. Does the company support its suppliers in providing their workers with access to gender-responsive health information and services?

- Yes, the company supports its suppliers in providing their workers with access to gender-responsive health information and services.
- No, the company does not support its suppliers in providing their workers with access to gender-responsive health information and services.

***If yes, please select which health topics are addressed:***

- Menstrual health
- Maternal health (e.g. breastfeeding support, prenatal and postpartum care)
- Contraception/family planning
- Reproductive cancers
- STDs/STIs
- Gender-based violence screen
- Other (e.g. nutrition and anaemia; water and sanitation; pre-/post-natal care; infectious diseases; non-communicable diseases; maternal health; abortion (where legal); mental health; public health issues/outbreaks that can disproportionately impact women)

***Menstrual health:*** Refers to both the menstrual hygiene management practices and the broader systemic factors that link menstruation with health, well-being, gender, education, equity, empowerment and human rights (in particular the human right to water and sanitation).

***Contraception.*** Contraception refers to methods used to prevent pregnancy (e.g. pills/ condoms/ caps or diaphragms). Contraception services refers to the provision of all forms of contraception.

***Family planning:*** Refers to the ability of people to attain their desired number of children and determine the spacing of pregnancies. It is achieved through ensuring access to preferred contraceptive methods for women and couples and is essential for securing the well-being and autonomy of women.

***Reproductive cancers:*** Cancers that occur in the reproductive organs (e.g., cervical, vaginal and vulvar cancers).

***STDs/STIs:*** Sexually transmitted diseases (STDs) and sexually transmitted infections (STIs) are terms often used interchangeably that refer to diseases or infections that are commonly spread by sexual activity (e.g. HIV/AIDS).

If **other**, please describe.

***If yes, please select the types of health information and/or services supported:***

- On-site health information
- On-site health service
- On-site (e.g. menstrual, contraception) health product
- Referral to off-site service
- Mobile clinic
- Insurance coverage
- Other

If **other**, please describe.

If **yes**, please specify the percentage of the company's suppliers that this policy/practice covers and if/how the company monitors supplier adherence.

## VIOLENCE AND HARASSMENT / SUPPLY CHAIN

**Violence and harassment:** Refers to a range of unacceptable behaviours and practices that aim at, result in, or are likely to result in physical, psychological, sexual or economic harm. This potentially covers physical abuse, verbal abuse, bullying and mobbing, sexual harassment, threats and stalking, and work-related communications including those enabled by information and communication technologies.

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**Suppliers:** Broadly defined as tier 1 suppliers and beyond, including subcontractors. For the purposes of the Gender Benchmark, the focus is primarily on direct, contracted or tier 1 suppliers.

### 31. Violence and harassment prevention in the supply chain

**The company actively prevents violence and harassment in the supply chain.**

Q94. Does the company require its suppliers to have a violence and harassment policy that covers their workers?

- Yes, the company requires its suppliers to have a violence and harassment policy.  
 No, the company does not require its suppliers to have a violence and harassment policy.

**Please upload evidence or provide a link including page numbers/sections.**

**If yes, please go to Q95, otherwise skip.**

Q95. Does the company require that the policy be made available in one or more local language(s)?

- Yes, the company requires that the policy be made available in one or more local language(s).  
 No, the company does not require that the policy be made available in one or more local language(s).

**Please upload evidence or provide a link including page numbers/sections.**

Q96. Does the company require its suppliers to provide training on violence and harassment to its managers and workers?

- Yes, the company requires its suppliers to provide training on violence and harassment to its managers and workers.  
 No, the company does not require its suppliers to provide training on violence and harassment to its managers and workers.

If **yes**, please provide details (e.g. whether managers and workers received training, number/percentage of managers/workers who received training in the reporting period, frequency/format of training).

***Please upload evidence or provide a link including page numbers/sections.***

Q97. Does the company provide support to its suppliers to prevent violence and harassment in the supply chain?

Yes, the company provides support to its suppliers to prevent violence and harassment in the supply chain.

No, the company does not provide support to its suppliers to prevent violence and harassment in the supply chain.

If **yes**, please provide details (e.g. what type of support, to which suppliers and why).

***Please upload evidence or provide a link including page numbers/sections.***

### 32. Violence and harassment remediation in the supply chain

**The company effectively remediates grievances of violence and harassment in the supply chain.**

Q98. Does the company monitor its suppliers' remediation process for addressing violence and harassment grievances filed by their workers?

Company answer (multiple choice):

Yes, the company monitors its suppliers' remediation process for addressing violence and harassment grievances.

No, the company does not monitor its suppliers' remediation process for addressing violence and harassment grievances.

If **yes**, please provide details (e.g. mechanisms/processes used to monitor suppliers, issues monitored)

***Please upload evidence or provide a link including page numbers/sections.***

Q99. Does the company require its suppliers to have an effective remediation process for addressing violence and harassment grievances reported by their workers?

Company answer (multiple choice):

Yes, the company requires its suppliers to have an effective remediation process for addressing violence and harassment grievances.



No, the company does not require its suppliers to have an effective remediation process for addressing violence and harassment grievances.

If **yes**, please provide details of company requirements and how these requirements are imposed.

*Please upload evidence or provide a link including page numbers/sections.*

Q100. Does the company require its suppliers to collect sex-disaggregated data on the remediation of violence and harassment grievances reported by their workers?

Company answer (multiple choice):

Yes, the company requires its suppliers to collect sex-disaggregated data on the remediation of violence and harassment grievances.

No, the company does not require its suppliers to collect sex-disaggregated data on the remediation of violence and harassment grievances.

If **yes**, please specify which data is collected (e.g. number of grievances reported, percentage of grievances reported that were remediated, average time for remediation).

*Please upload evidence or provide a link including page numbers/sections.*

## SECTION D: MARKETPLACE

### 33. Marketing content

**The company ensures it engages in non-discriminatory marketing practices that support gender equality and women's empowerment.**

Q101. Has the company made a public commitment to address how gender is portrayed in its marketing campaigns?

Company answer (multiple choice):

Yes, the company has made a public commitment to address how gender is portrayed in its marketing campaigns.

No, the company has not made a public commitment to address how gender is portrayed in its marketing campaigns.

If **yes**, please provide details of the type (e.g. responsible marketing policy, signatory to the UN Stereotype Alliance) and geographic scope (e.g. if it is enforced in all or only select countries) of the commitment.

**Unstereotype Alliance:** Members of the Unstereotype Alliance, commit to creating unsterotyped branded content by depicting people as empowered actors; refraining from objectifying people; and portraying progressive and multi-dimensional personalities.

**Please upload evidence or provide a link including page numbers/sections.**

Q102. Has the company taken any specific actions to avoid discriminatory marketing practices?

Company answer (multiple choice):

- Yes, the company has taken specific actions to avoid discriminatory marketing practices.
- No, the company has not taken specific actions to avoid discriminatory marketing practices.

**If yes, please select all appropriate:**

- The company has a marketing approach that seeks to challenge existing gender norms and promote positive images of women and girls
- The company reviews marketing materials and tactics to protect against negative gender stereotypes
- The company consults with focus groups to ensure marketing approaches are not perpetuating gender stereotypes
- The company has a mechanism for screening marketing campaigns/materials
- The company tracks the number of marketing complaints that relate to gender stereotyping and/or negative portrayals of women
- Other

If **other**, please describe.

**Please upload evidence or provide a link including page numbers/sections.**

## SECTION E: COMMUNITY

### 34. Community support

**The company supports initiatives that drive gender equality and women's empowerment in the community.**

Q103. Does the company support initiatives that drive gender equality and women's empowerment in the community?

Company answer (multiple choice):

- Yes, the company supports initiatives that drive gender equality and women's empowerment in the community.
- No, the company does not support initiatives that drive gender equality and women's empowerment in the community.

If **yes**, please provide details of the focus of these initiatives (e.g. countries/communities).

If **yes**, please provide details of the issues addressed (e.g. health including female genital mutilation, gender-based violence and child marriage, education, economic empowerment, gender-discriminatory laws).

***If yes, please indicate which types of initiatives are included:***

- Cash donations/ Grants (e.g. financial/pro-bono support for gender work, financial support to civil society organisations working to empower women/girls)
- In-kind donations (e.g. product/ facilities)
- Employee volunteering
- Advocacy
- Other

If **other**, please describe.

If **yes**, please provide details of how many direct beneficiaries these initiatives reach, disaggregated by sex.

***Please upload evidence or provide a link including page numbers/sections.***

#### **Assessment of Controversies**

The Gender Benchmark screens companies that fall within its scope for controversies related to gender-based violence, gender discrimination, sexual harassment, health and well-being violations and other relevant issues. Examples of the types of controversies include fines, settlements, penalties and official rulings.

Controversies identified will not affect company scores. Rather, the company will be assigned a coloured flag in addition to its score that depicts the seriousness of the controversy or controversies that it has been associated with.

- Q104. Has the company had a court ruling for gender-based discrimination/sexual harassment in the last two years?
- Q105. Has the company settled any cases for gender-based discrimination/sexual harassment in the last two years?
- Q106. Has the company had an official ruling for gender-discriminatory practices in its advertising or marketing content in the last two years?