

Gender Benchmark 2021

Scoring guidelines

OVERVIEW

The Gender Benchmark consists of 34 indicators spread across measurement areas (governance and strategy, representation, compensation and benefits, health and well-being, violence and harassment, marketplace and community) and value chain elements (corporate, workplace, supply chain). The maximum possible score is 100 points. Figure 1 shows weightings per measurement area and value chain element (i.e., the total percentage received out of 100 points) and corresponding indicators, which are equally distributed among the value chain elements within each measurement area.

Figure 1: Gender Benchmark measurement areas and value chain elements

WEIGHTING	MEASUREMENT AREAS	WORKPLACE	SUPPLY CHAIN
20%	GOVERNANCE AND STRATEGY 1 Strategic action 2 Senior leadership accountability 3 Gender-responsive human rights due diligence process 4 Sex-disaggregated data	5 Grievance mechanism 6 Employee engagement 7 External stakeholder engagement	8 Commitment in the supply chain 9 Grievance mechanism 10 Corrective action process
17.5%	REPRESENTATION	11 Gender equality in leadership 12 Professional development and promotion 13 Occupational segregation 14 Turnover and absenteeism	15 Gender equality in leadership 16 Non-discrimination against pregnant and/or married women workers 17 Enabling environment for freedom of association and collective bargaining 18 Gender-responsive procurement
17.5%	COMPENSATION AND BENEFITS	19 Gender pay gap 20 Primary/secondary carer leave 21 Childcare and other family support 22 Flexible work	23 Formal contracts 24 Living wage 25 Family-friendly benefits provision
17.5%	HEALTH AND WELL-BEING	26 Health information and services	27 Safe and healthy work environment 28 Health information and services
17.5%	VIOLENCE AND HARASSMENT	29 Violence and harassment prevention 30 Violence and harassment remediation	31 Violence and harassment prevention 32 Violence and harassment remediation
5%	MARKETPLACE	33 Marketing content	
5%	COMMUNITY	34 Community support	

SCORING

The 34 indicators are scored on a scale of between 0 – 2. Each indicator consists of several elements which are assigned a certain number of points amounting to a value between 0 – 2, either on a 3-layer scale (0, 1, 2) or a 5-layer scale (0, 0.5, 1, 1.5, 2). The elements are often not cumulative. However, in instances where the company must meet certain elements to receive a score for the other elements, this is indicated in the guidelines.

GOVERNANCE AND STRATEGY

GOVERNANCE AND STRATEGY / CORPORATE

1. STRATEGIC ACTION

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

A company committed to gender equality makes a public commitment to gender equality (e.g., is a signatory to the United Nation’s Women’s Empowerment Principles) and undertakes a self- or third-party gender assessment. It has a stand-alone gender strategy or has incorporated gender equality and women’s empowerment into its business strategy, which includes specific targets that are monitored regularly.

Scoring	Elements
0.5	The company has a public commitment to gender equality (e.g., a company being a signatory to the UN WEPs or a public CEO commitment on gender equality). The commitment must be at the group level and applicable to the full value chain.
0.5	The company has a gender strategy or has integrated gender equality and women’s empowerment into its business strategy. The gender strategy (or incorporation of gender into another strategy) must explicitly mention gender equality and/or women’s empowerment and go beyond general support for diversity and inclusion. The strategy must, at a minimum, address both the workplace and supply chain.
0.5	The company has 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). Third-party gender assessment or certifications must be awarded at the group level and provide the company with a gap analysis on what areas need to be improved.
0.5	The company has publicly disclosed specific targets on gender equality and women’s empowerment. The targets must be gender-specific, measurable and timebound. There should be a minimum of 2 different areas of gender equality or women’s empowerment covered, with at least 1 target in each area (e.g., pay equity, representation, inclusion, skills development). OR A minimum of 2 targets on different areas of the value chain (e.g., pay equity in both the company and the supply chain or equal representation in leadership in the company and skills development in the supply chain).

2. SENIOR LEADERSHIP ACCOUNTABILITY

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

A company committed to gender equality appoints specific individuals with direct and overall responsibility for gender equality and women’s empowerment across the company and has them report on progress against targets to the highest levels of leadership. There should be a clear and specific mention to gender within the scope covered by the person(s) role or department (e.g., if there is evidence of a head of Diversity & Inclusion or sustainability with gender falling under this department).

Scoring	Elements
0.5	The company has multiple individuals in different functions who are responsible for gender. Gender must be covered in both the workplace and supply chain. If there is a dedicated committee that clearly includes gender across the full value chain within its scope, this would be evidence of multiple individuals responsible.
1	OR The company has one individual who is responsible for gender. He/she must cover gender in both the workplace and in the supply chain.
0.5	The company has identified gender-specific targets (per Indicator 1: Strategic action) and the company's senior executives have annual oversight against these targets.
1	OR The company has identified gender-specific targets and the company's board of directors have annual oversight against these targets.

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.

A company committed to gender equality incorporates gender-related human rights impacts that specifically affect women and girls into its human rights due diligence process (HRDD)¹. These issues include:

- Sexual harassment
- Gender-based violence (other than sexual harassment)
- Gender discrimination
- Unequal remuneration
- Access to women's health services (e.g., contraception)
- Other (e.g., a recognition of how women are at an increased risk of exploitation, such as human trafficking or modern slavery)

The company will receive the score only when gender-specific risks are identified. Harassment or discrimination will not count if the company does not specify how these issues intersect with gender.

¹ **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'.

Scoring	Elements
1	<p>The company screens for at least 1 gender-related human rights impacts as part of its human rights' due diligence process. Screening cannot be limited to the supply chain audit programme. There must be evidence of how this data feeds into a wider risk assessment and identification process.</p> <p>OR</p> <p>The company has assessed and prioritized at least 1 gender-related human rights impact as being salient (i.e., the most severe and potentially irremediable if not addressed).</p>
1	<p>The company consults with stakeholders as part of its risk identification and assessment process.</p> <p>The evidence must include, at a minimum:</p> <ul style="list-style-type: none"> • with which stakeholder the company has engaged. The stakeholder must have a clear focus on gender or women's empowerment, or be a potentially impacted woman; and • how it engaged with the stakeholder (e.g., via surveys, interviews, roundtables, one-to-one consultations).

4. SEX-DISAGGREGATED DATA

The company systematically collects, monitors and analyses sex-disaggregated data across its value chain.

A company committed to gender equality systematically collects, monitors and analyses sex-disaggregated data to assess and track impacts and inequalities arising across its entire value chain. It uses this data to inform the effectiveness of its actions as well as its gender strategy.

For this indicator, companies are assessed on whether they collect, analyse and monitor sex-disaggregated data across eight areas:

1. The number of grievances reported and remediated annually
2. The gender balance of its workforce across at least 3 levels of leadership annually
3. The percentage of employees participating in professional development programmes annually
4. Turnover and absenteeism rates annually
5. Pay data annually
6. Remediation of violence and harassment grievances annually
7. Total procurement spend that is directed to women-owned businesses
8. Injuries, fatalities and absenteeism of workers in the supply chain

To receive a score for any of the questions where annual data is considered, the company must include proof of at least two years of consecutive reporting for the same metric e.g., data for the reporting year 2019 and 2020.

Scoring	Elements
0.5	The company collects sex-disaggregated data across at least 1 of the metrics listed. OR
1	The company collects sex-disaggregated data across at least 3 of the metrics listed. OR
1.5	The company collects sex-disaggregated data across at least 5 of the metrics listed. OR
2	The company collects sex-disaggregated data across at least 7 of the metrics listed.

GOVERNANCE AND STRATEGY / WORKPLACE

5. GRIEVANCE MECHANISM

The company has a gender-responsive² grievance mechanism³.

A company committed to gender equality has a grievance mechanism that considers and addresses the additional barriers women face in accessing and/or using these mechanisms, especially regarding sensitive cases of discrimination and sexual harassment (e.g., ensuring anonymity, confidentiality and non-retaliation).

For this indicator, no explicit mention to “gender” is required given that all complaints, including gender-related complaints, fall under the general grievance mechanism, which will be the same for any type of harassment, bribery, or unethical company practices.

The focus is on the number of the gender-responsive elements that are present in the mechanism through which employees can report grievances. These elements include:

- Ensuring user confidentiality
- Allowing anonymous reporting
- Allowing alternate access to a party concerning the grievance, if the perpetrator is the direct supervisor of the aggrieved party
- Allowing verbal submission of grievances via a telephone line
- Ensuring the protection of the aggrieved party (non-retaliation)
- Ensuring availability in all relevant languages, based on the composition of the workforce or is as appropriate to the geographic areas that the mechanism covers
- Utilising an impartial third-party investigator for all grievances
- Involving women in the review of the grievance mechanism
- Involving a gender-balanced review body to process grievances

² **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.

³ **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.

Scoring	Elements
1	The company's grievance mechanism ensures at least 3 gender-responsive elements.
	OR
2	The company's grievance mechanism ensures at least 6 gender-responsive elements.

6. EMPLOYEE ENGAGEMENT

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

A company committed to gender equality collects employee feedback on gender issues and uses this feedback to evaluate its actions and inform its gender policies, practices and strategy.

Scoring	Elements
1	<p>The company has employee surveys or other engagement mechanisms that specifically address gender equality and women's empowerment issues.</p> <p>These engagement mechanisms must have specific mention to gender issues. This does not mean that the whole engagement exercise must only relate to gender issues. However, there must be at least one question that is gender-specific.</p> <p>It should be clear that employee feedback is reported up to management. If an employee resource group that focuses on gender exists, there must be evidence of how this group reports feedback up to management.</p>
1	<p>The company has integrated employee feedback regarding gender issues into its company policies and/or practices.</p> <p>The company can only meet this element if it has met the previous element on engagement with employees.</p>

7. EXTERNAL STAKEHOLDER ENGAGEMENT

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

A company committed to gender equality engages with multiple external stakeholders (e.g., women's organisations, other gender experts, impacted or potentially impacted women) on gender issues to evaluate its actions and inform its gender policies, practices and strategy.

Scoring	Elements
1	<p>The company engages with external stakeholders to inform its gender equality and women's empowerment efforts.</p> <p>Evidence must be found of feedback from stakeholders with specific mention to gender issues. The feedback could come from consultation meetings, reports, multi-stakeholder initiatives, collaborative projects, or other. While the whole engagement exercise does not have to only relate to gender issues, there must be specific areas that relate to gender.</p>

1	<p>The company has integrated external stakeholder feedback regarding gender issues into its policies and/or practices.</p> <p>The company should have at least one example of how feedback from its engagement captured has resulted in a change to a policy or practice.</p> <p>The company can only meet this element if it has met the previous element on engagement with external stakeholders.</p>
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GOVERNANCE AND STRATEGY / SUPPLY CHAIN

8. COMMITMENT IN THE SUPPLY CHAIN

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

A company committed to gender equality requires its suppliers to undertake a gender needs assessment that seeks to understand the needs of their women workers. It tracks and publishes progress against specific targets on gender equality in the supply chain.

Scoring	Elements
1	<p>Gender needs assessments are carried out with respect to supply chain workers.</p> <p>While the assessment does not need to be called a “gender needs assessment” and may include other issues, at least one gender-related issue must be covered.</p> <p>The company either requires its suppliers to undertake a gender needs assessment (e.g., in contractual arrangements or in a supplier code of conduct) or the company must have a specific programme in place for obtaining supply chain workers’ feedback or for suppliers to obtain feedback from their workers.</p>
0.5	<p>The company has publicly disclosed specific targets on gender equality and women’s empowerment in its supply chain.</p> <p>These targets must be measurable and timebound.</p>
0.5	<p>The company track its progress against its supply chain targets.</p> <p>The company can only meet this element if it has met the previous element on supply chain targets.</p>

9. GRIEVANCE MECHANISM IN THE SUPPLY CHAIN

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

A company committed to gender equality ensures its supply chain workers have access to a grievance mechanism (either the company’s or the supplier’s) to raise complaints and supports workers’ awareness of the mechanism.

Scoring	Elements
0.5	<p>The company ensures 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 operation.</p> <p>OR</p> <p>The company requires its suppliers to have a grievance mechanism in place for workers to raise complaints (including in relation to gender-related issues) related to the supplier or the company's operations</p>
0.5	<p>In addition to ensuring supply chain workers have access to a grievance mechanism, the company also ensures additional elements are present, namely:</p> <ol style="list-style-type: none"> 1. Supply chain workers are aware of the grievance mechanism. 2. External individuals and communities may access the grievance mechanism. 3. Sex-disaggregated data on grievances reported by supply chain workers is collected. <p>The grievance mechanism has at least one of the elements listed above.</p>
1	<p>The grievance mechanism has at least two of the elements listed above.</p>
1.5	<p>OR</p> <p>The grievance mechanism has all three of the elements listed above.</p>

10. CORRECTIVE ACTION PROCESS IN THE SUPPLY CHAIN

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

A company committed to gender equality screens for gender related as part of its supplier audit process as well as identifies and addresses issues in need of corrective action. These issues include:

- Sexual harassment
- Gender-based violence (other than sexual harassment)
- Discrimination against pregnant women or the use of pregnancy testing as a condition of employment
- Discrimination against women based on their marital or family status
- 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

Scoring	Elements
0.5	The company screens for at least three gender-related issues among its suppliers as part of its audit process.
1	OR The company screens for at least five gender-related issues among its suppliers as part of its audit process.
1	The company has identified at least two 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. OR The company has identified at least one gender-related issue as a zero-tolerance violation, resulting in termination of the relationship with the supplier relationship or other immediate action.

REPRESENTATION

REPRESENTATION / WORKPLACE

11. GENDER EQUALITY IN LEADERSHIP

The company has achieved gender equality in leadership.

A company committed to gender equality has women actively participating in leadership positions at all levels in the organisation (e.g., board, senior executive, senior management, middle/other management). It recognises that increased participation of women across the different levels leads to improved business performance and lower volatility in returns.

Gender balance is defined as 40-60 percent of either gender.⁴ Figures below 40 percent indicate underrepresentation and above 60 percent indicate overrepresentation. Therefore, only figures between 40 and 60 percent receive a score for this indicator.

This indicator focuses on four levels of leadership:

1. Board of directors
2. Senior executives
3. Senior management
4. Middle/other management

⁴ ILO. "The business case for change" https://www.ilo.org/wcmsp5/groups/public/---dgreports/---dcomm/---publ/documents/publication/wcms_700964.pdf

Scoring	Elements
0.5	The company has 40-60% gender representation in 1 of the 4 levels. OR
1	The company has 40-60% gender representation in 2 of the 4 levels. OR
1.5	The company has 40-60% gender representation in 3 of the 4 levels. OR
2	The company has 40-60% gender representation in all 4 of the levels.

12. PROFESSIONAL DEVELOPMENT AND PROMOTION

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

A company committed to gender equality monitors and grows its pipeline of women leaders by promoting its women employees and by offering them professional development opportunities (including those with specific support for women) so they feel empowered to grow in their roles.

Scoring	Elements
0.5	The company has at least 3 professional programmes geared toward women. The programmes should be specifically geared towards advancing women in the workplace and provide them with skills and opportunities. General internal trainings or programmes covering all employees will not suffice.
0.5	The company tracks the number of women participating in at least one of the professional development programmes offered.
1	The company collects sex-disaggregated data on the percentage of employees promoted.

13. OCCUPATIONAL SEGREGATION

The company has achieved gender equality across key functions.

A company committed to gender equality has women employees actively participating in all occupational functions as much as their male counterparts. It acknowledges that women are generally overrepresented in certain functions (e.g., HR, admin) and underrepresented in others (e.g., finance, functions with profit and loss responsibility).

Scoring	Elements
1	The company reports sex-disaggregated data in at least 3 occupational functions. OR
2	The company reports sex-disaggregated data in 4 or more occupational functions.

14. TURNOVER AND ABSENTEEISM

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

A company committed to gender equality collects sex-disaggregated data on employee turnover and absenteeism and uses this data to identify any gender-related issues.

These figures do not have to be global but should cover at least the company's main operating country or region.

Scoring	Elements
1	The company collects sex-disaggregated data on the annual turnover of employees.
1	The company collects sex-disaggregated data on the annual absenteeism levels of employees.

REPRESENTATION / SUPPLY CHAIN

15. GENDER EQUALITY LEADERSHIP IN THE SUPPLY CHAIN

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

A company committed to gender equality collects or requires its suppliers to collect sex-disaggregated data by leadership level (e.g., supervisors/line managers, workers). It supports its suppliers in offering professional development opportunities to women workers in the supply chain.

Scoring	Elements
1	The company collects or requires its suppliers to collect sex-disaggregated data by leadership level across the supply chain.
0.5	The company supports its suppliers in offering professional development opportunities to women workers in the supply chain.
0.5	The company tracks the number of women participating in the professional development programmes offered. The company can only meet this element if it has met the previous element on supporting suppliers in offering women workers professional development opportunities.

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.

A company committed to gender equality requires its suppliers to have a non-discriminatory policy that explicitly protects pregnant and married women workers and to train supervisors and hiring managers accordingly. It supports its suppliers in preventing the discrimination of pregnant/married women workers in the supply chain.

Scoring	Elements
0.5	The company has a non-discriminatory policy against either pregnant OR married women workers.
1	OR The company has a non-discriminatory policy against pregnant AND married women workers.
0.5	The company requires 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 married and pregnant women workers.
0.5	The company provides support to its suppliers to prevent discrimination against pregnant/married women workers in the supply chain.

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.

A company committed to gender equality requires its suppliers to recognise agreements with trade unions, welcome collective bargaining agreements, prohibit intimidation, retaliation and violence against trade union members (particularly women), and support and educate workers on their rights.

Scoring	Elements
1	The company requires its suppliers to prohibit gender-specific intimidation, harassment, retaliation, and violence against trade union members/representatives.
0.5	The company supports an enabling environment for workers to join trade unions of their choosing (e.g., through training to factory management on respecting workers' rights to freedom of association and collective bargaining, developing guidance documents or participating in programmes that focus on establishing this enabling environment).
0.5	The company provides OR requires its suppliers to provide training to workers on their rights to freedom of association and collective bargaining.

18. GENDER-RESPONSIVE PROCUREMENT

The company actively supports women-owned businesses.

A company committed to gender equality acknowledges that women entrepreneurs face disproportionate barriers to market access globally. It actively procures from women-owned businesses and has taken specific actions to increase the procurement spend directed to these businesses.⁵

Scoring	Elements
0.5	The company has made a public commitment to gender-responsive procurement.
0.5	The company procures from women-owned businesses (i.e., businesses that are at least 51% owned by women).
0.5	The company has taken specific actions to increase its support of women-owned businesses by gaining certifications from organisations that are working to advance women-owned businesses.
1	<p>OR</p> <p>The company has taken specific actions to increase its support of women-owned businesses and provides examples of supplier inclusion programmes that proactively enhance gender-responsive procurement.</p>

COMPENSATION AND BENEFITS

COMPENSATION AND BENEFITS / WORKPLACE

19. GENDER PAY GAP

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

A company committed to gender equality acknowledges that women are paid significantly less compared to their male counterparts globally and actively seeks to address pay inequalities across its own operations. It measures and publishes its gender pay gap, even if this is not mandated by law (e.g., in France and the UK) and takes concrete steps to address its root causes. Unlike pay equity data that looks at equal remuneration for equal work for men and women, gender pay gap looks at the difference between the average hourly earnings of men and women and is reflected as a mean or a median figure.

⁵ **Women-owned businesses:** *Businesses that are at least 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.*

Scoring	Elements
0.5	<p>The company collects sex-disaggregated pay data across its operations and provides either mean or median pay gap.</p> <p>The pay data must cover global operations. Pay data reported only for countries where it is mandated by law, for example in the U.K or France, is not considered sufficient.</p>
0.5	<p>The company collects sex-disaggregated pay data for at least 3 different pay bands when analysing its gender pay gap.</p> <p>OR</p> <p>The company collects sex-disaggregated pay data for at least 3 occupational functions when analysing its gender pay gap.</p> <p>OR</p> <p>The company includes other financial benefits (e.g., insurance benefits, bonuses, retirement contributions) when analysing its gender pay gap.</p>
0.5	The company uses a third-party to undertake or verify its gender pay gap analysis.
0.5	The company has a strategy or is taking active steps to address any pay gaps identified.

20. PAID CARER LEAVE

The company provides paid carer leave to its employees.

A company committed to gender equality respects employees' reproductive rights and their right to family life, as well as women employees' maternal health needs to physically recover from childbirth. It also actively encourages male employees to take up this leave.

Scoring	Elements
0.5	The company has a global policy of providing at least 14 weeks of paid primary carer leave (sometime referred to as maternity leave), and of at least two-thirds of full salary, to full-time employees, in accordance with the ILO convention. This leave is offered even in locations or countries where it is not mandated by law.
0.5	The company implements concrete actions (excluding policies) that promote the return to work and retention of workers after primary care leave.
0.5	The company has a global policy of providing at least two weeks of paid secondary carer leave (sometimes referred to as paternity leave), and of at least two-thirds of full salary, to full-time employees. This leave is offered even in locations or countries where it is not mandated by law.
0.5	The company implements concrete actions (excluding policies) that promote the uptake of secondary carer leave.

21. CHILDCARE AND OTHER FAMILY SUPPORT

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

A company committed to gender equality demonstrates its commitments to family life and work-life balance by supporting childcare and other care responsibilities (e.g., breastfeeding, dependent care). It recognises that work-life balance leads to improved business performance in terms of talent retention.

Scoring	Elements
1	<p>The company offers one of the following childcare options to its employees:</p> <ul style="list-style-type: none"> • On-site childcare facilities • Childcare subsidies for off-site care • Referrals for off-site childcare facilities <p>The company specifies the locations and/or which employees may benefit from this support.</p>
1	<p>The company offers one of the following family support options to its employees:</p> <ul style="list-style-type: none"> • Paid time off for breastfeeding and lactating • Paid time off to attend healthcare appointments with children/dependents • Other dependent care options <p>The company specifies the locations and/or which employees may benefit from this support.</p>

22. FLEXIBLE WORK

The company provides flexible working options to its employees.

A company committed to gender equality demonstrates its commitments to family life and work-life balance by providing flexible working options to employees whose roles allow them to adjust their hours and locations, both in terms of when and where they work (e.g., workday start/end times; working away from company site). It recognises that the availability of flexible working options supports work-life balance, respects employees' family and other responsibilities and leads to increased talent retention.

Scoring	Elements
0.5	<p>The company offers flexible working hours (the ability to alter the start and end of the day) to its employees and specifies the locations and/or which employees may benefit from this option.</p> <p>Paid time off (PTO) does not count as flexible work.</p>
0.5	The company tracks the uptake of flexible working hours among employees.
0.5	The company offers flexible work locations (the ability to work from home/telecommuting) to its employees and specifies the locations and/or which employees may benefit from this option.
0.5	The company tracks the uptake of flexible work locations among employees.

COMPENSATION AND BENEFITS / SUPPLY CHAIN

23. FORMAL CONTRACTS IN THE SUPPLY CHAIN

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

A company committed to gender equality acknowledges that women globally are the victims of informal work with no benefits or social protection that leads to precarious working conditions and potentially forced labour. It requires its suppliers to offer formal contracts and takes specific actions to ensure suppliers support formal rather than informal work.

Scoring	Elements
1	The company requires its suppliers to employ all workers through formal contracts or written agreements. A statement that requires suppliers to offer written contracts only when mandated by law or only to foreign and/or migrant workers is not considered sufficient.
0.5	The company takes specific actions to help ensure its suppliers support formal rather than informal work, such as requiring its suppliers to subcontract to registered businesses or recognizing the existence of home-based workers.
0.5	The company requires suppliers to collect sex-disaggregated data by contract type (e.g., permanent contracts; temporary contracts; piece-rate contracts such as annual, seasonal, or daily basis; agency contracts; subcontracted employment).

24. LIVING WAGE IN THE SUPPLY CHAIN

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

A company committed to gender equality acknowledges that wages paid to workers in the supply chain are often insufficient to provide a decent living. It requires its suppliers to pay their workers a living wage, monitors their adherence and takes specific actions to help ensure workers receive a living wage.

Action to help ensure suppliers pay their workers a living wage could include:

- Requiring a collective bargaining agreement that addresses the provision of a living wage
- Having a joint action plan with suppliers to achieve payment of a living wage
- Providing capacity building training on responsible purchasing practices
- Promoting industry collaborations and/or initiatives
- Conducting wage assessments in factories
- Providing targets for achieving living wage in their supply chain

Scoring	Elements
0.5	The company requires its suppliers to pay their workers a living wage. This wage should be sufficient to cover the basic needs, such as food, water, clothing, transport, education, health care and other essential needs, of the worker and his/her family based on a regular work week not including overtime hours.
0.5	The company monitors the payment of living wages by its suppliers. Monitoring can, for example, be done through an audit. The company can only meet this element if it has met the previous element on requiring the payment of a living wage.
0.5	The company performs at least one specific action to help ensure its suppliers pay their workers a living wage.
1	OR The company performs two or more specific actions to help ensure its suppliers pay their workers a living wage.

25. FAMILY-FRIENDLY BENEFITS PROVISION IN THE SUPPLY CHAIN

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

A company committed to gender equality acknowledges that women workers in the supply chain bear the burden of family care and requires its suppliers to provide family-friendly benefits. It recognises that work-life balance leads to increased worker and talent retention and benefits the wider community.

Scoring	Elements
0.5	The company requires its suppliers to offer at least 14 weeks of paid primary carer leave to their workers.
0.5	The company requires its suppliers to offer at least two weeks of paid secondary carer leave to their workers.
0.5	The company requires its suppliers to provide childcare support to their workers.
0.5	The company requires its suppliers to provide other family support (e.g., dependent care) to their workers.

HEALTH AND WELL-BEING

HEALTH AND WELL-BEING / WORKPLACE

26. HEALTH INFORMATION AND SERVICES FOR EMPLOYEES

The company ensures the provision and coverage of gender-responsive health information⁶ and services for its employees.

A company committed to gender equality invests in women's health and well-being. It recognises that ensuring good health and well-being for women employees not only improves their lives and labour participation but is also linked to improved business performance in terms of high productivity and talent retention.

Health information and services regarding the following areas are considered gender-responsive:

- Maternal health
- Sexual and reproductive health
- Mental health

For companies that have operations in the United States and outside the United States, the score is averaged between the health information and services offered to US based employees and non-US based employees.

Scoring	Elements
1	For US based operations: The company covers all the costs for at least 1 area of gender-responsive health.
	OR
2	The company covers all the costs for all 3 areas of gender-responsive health.
1	For non-US based operations: The company covers the costs for at least 1 area of gender-responsive health in all countries, or at least 2 areas in some countries.
	OR
2	The company covers the costs for all 3 areas of gender-responsive health in all countries.

⁶ **Gender-responsive health information and services:** Health information and services that take into account the specific health needs of women and girls.

HEALTH AND WELL-BEING / SUPPLY CHAIN

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.

A company committed to gender equality requires its suppliers to address the specific occupational health and safety needs of their women workers, monitors supplier adherence and supports its suppliers in ensuring the provision of a gender-responsive, safe and healthy work environment.

The features considered for this indicator are listed below:

- 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

Scoring	Elements
0.5	The company requires its suppliers to address at least 4 of the features with regard to the specific health, safety and hygiene needs of their women workers.
0.5	The company monitors its suppliers' adherence to addressing the specific health, safety and hygiene needs of their women workers (e.g., through its audit process). The company can only meet this element if it has met the previous element on gender-responsive, safe and healthy work environment.
0.5	The company requires its suppliers to provide all workers with health and safety training.
0.5	The company provides additional support to its suppliers in ensuring a gender-responsive, safe and healthy work environment for their workers.

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.

A company committed to gender equality ensures that the health needs of women workers in its supply chain are addressed by making a public commitment to gender-responsive health information and services for workers in its supply chain. It requires its suppliers to have clean health rooms/clinics on-site with credentialed health providers who provide relevant health information and services (e.g., menstrual health, maternal health, contraception/family planning) and it supports its suppliers in providing their workers with access to such health information and services. It recognises that ensuring good health and well-being for women employees not only improves their lives and labour participation but is also linked to improved business performance in terms of high productivity and talent retention.

Gender-responsive health information and services are considered for the following areas:

- Menstrual health
- Maternal health (e.g., breastfeeding support, prenatal and postpartum care)
- Contraception/family planning
- Reproductive cancers
- STDs/STIs
- Gender-based violence screening
- 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).

Scoring	Elements
0.5	The company has made a commitment to gender-responsive health information/services in its supply chain. This could include a target to provide a certain number of suppliers/workers with access to health information and services or health programmes.
0.5	The company requires its suppliers to have a clean health room/clinic on-site with credentialed health providers.
0.5	The company supports its suppliers in providing supply chain workers with access to health information and services for at least 1 gender-responsive health area.
1	OR The company supports its suppliers in providing supply chain workers with access to health information and services for 3 or more gender-responsive health areas.

VIOLENCE AND HARASSMENT

VIOLENCE AND HARASSMENT / WORKPLACE

29. VIOLENCE AND HARASSMENT PREVENTION

The company actively prevents violence and harassment in the workplace.

A company committed to gender equality demonstrates and enforces zero tolerance of violence and harassment in the workplace by having effective policies in place, by providing regular employee training and by actively taking additional preventative actions including trying to address any elements of the company culture that may encourage violence and harassment.

Scoring	Elements
0.5	The company has a statement against violence and harassment in the workplace (e.g., in its code of ethical conduct).
1	OR The company has a standalone publicly available policy on violence and harassment in the workplace.
0.5	The company provides violence and harassment training to its employees.
0.5	The company takes additional actions to help prevent violence and harassment in the workplace.

30. VIOLENCE AND HARASSMENT REMEDIATION

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

A company committed to gender equality has an effective remediation process for addressing violence and harassment grievances in the workplace. It implements a philosophy of 'believing the victim', does not require private arbitration or silencing agreements, supports the aggrieved party during remediation and has clear disciplinary actions for the perpetrator, including alerting legal authorities if required. It monitors violence and harassment grievances (particularly of women employees) and their effective remediation. It recognises that a safe working environment reduces absenteeism and increases productivity and staff retention.

While the remediation process does not need to be violence and harassment specific, the company will only receive a score if they have a policy on violence and harassment.

The features considered for this indicator are listed below:

- 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

Scoring	Elements
0.5	The company has a remediation process for addressing grievances, including violence and harassment grievances, in the workplace. However, none of the listed features are present.
	OR
0.5	The company has a remediation process for addressing grievances with at least 1 of the listed features present.
	OR
1	The company has a remediation process for addressing grievances with at least 3 of the listed features present.
	OR
1.5	The company has a remediation process for addressing grievances with at least 5 of the listed features present.

VIOLENCE AND HARASSMENT / SUPPLY CHAIN

31. VIOLENCE AND HARASSMENT PREVENTION IN THE SUPPLY CHAIN

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

A company committed to gender equality requires its suppliers to enact and enforce zero tolerance of violence and harassment in the supply chain by requiring the presence of and access to relevant policies and by providing regular training and support to suppliers where necessary. It recognises that a safe working environment reduces absenteeism and increases productivity and staff retention.

Scoring	Elements
0.5	The company requires its suppliers to prohibit violence and harassment. This could be a policy that covers supply chain workers or a clause in the company's supplier code of conduct.
0.5	The company requires that the policy be made available in one or more local language(s).
0.5	The company requires its suppliers to provide violence and harassment training to its managers and workers.
0.5	The company provides support to its suppliers to prevent violence and harassment in the supply chain. Support could include training provided by the company or an external party.

32. VIOLENCE AND HARASSMENT REMEDIATION IN THE SUPPLY CHAIN

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

A company committed to gender equality requires its suppliers to have an effective remediation process for addressing violence and harassment at work and monitors and supports its suppliers where necessary.

Scoring	Elements
0.5	The company requires its suppliers to have an effective process for addressing and remediating grievances, including violence and harassment grievances, filed by their workers.
1	The company monitors its suppliers' process for addressing and remediating grievances filed by their workers.
0.5	The company requires its suppliers to collect sex-disaggregated data on the remediation of violence and harassment grievances filed by their workers.

MARKETPLACE

33. MARKETING CONTENT

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

A company committed to gender equality recognises the role of harmful gender stereotypes in marketing and advertising to society. It proactively manages its marketing approach to ensure its marketing content is non-discriminatory and elevates women rather than degrades them.

Scoring	Elements
1	The company has made a public commitment to address how gender stereotypes are portrayed in its marketing campaigns.
1	<p>The company has taken specific actions to avoid discriminatory marketing practices, such as:</p> <ul style="list-style-type: none"> • Reviewing its marketing materials and tactics to protect against negative gender stereotypes. • Developing a marketing approach that seeks to challenge existing gender norms and promote positive images of women and girls. • Consulting with focus groups to ensure marketing approaches are not perpetuating gender stereotypes. • Establishing a mechanism for screening marketing campaigns/materials against negative gender stereotypes. • Tracking the number of marketing complaints that relate to gender stereotyping and/or negative portrayals of women.

COMMUNITY

34. COMMUNITY SUPPORT

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

A company committed to gender equality supports initiatives that drive gender equality and women’s empowerment in the communities where it operates and beyond (e.g., education, health or finance programmes that explicitly benefit women and girls; proactive engagement and advocacy on the legal constraints that still limit women and girls globally due to gender discriminatory laws).

Scoring	Elements
0.5	<p>The company has at least 1 community initiative focused on women's empowerment.</p> <p>OR</p> <p>The company donates cash or products/facilities to support women's empowerment or to drive gender equality through advocacy.</p> <p>OR</p> <p>The company has corporate volunteering programs with or provides pro-bono support to organisations working on gender and/or women empowerment.</p>
0.5	<p>The company has at least 1 programme initiative focused on women's empowerment in at least two countries.</p> <p>OR</p> <p>The company's cash or in-kind donations are recurring and show a commitment to supporting organisations or advocacy efforts that further gender equality and women empowerment.</p>
0.5	<p>The company tracks the number of women beneficiaries for at least 1 of its programmes, donations or pro-bono services.</p>
0.5	<p>The company collects feedback from beneficiaries or recipients or conducts impact assessments of its community programmes to inform future programmes.</p> <p>The company can only meet this element if it has met the previous elements on community support.</p>