

Corporate Social Responsibility (CSR) Assessment Report



Company Assessed : ANALYSE UND DESIGN CC GMBH

Overall Score: 57/100

CSR engagement: Confirmed

Size: Extra Small Country (company headquarters): Germany Presence in Risk Countries: No Category/Industry: Computer programming, consultancy and related activities



TABLES OF CONTENTS

- 1. Score Overview
- 2. Supplier Scorecard Objectives
- 3. Assessment Process
- 4. Ecovadis Methodology
 - a. Four themes with 21 criterias
 - b. Seven management indicators
 - c. Scoring Scale
- 5. How to understand company Scorecard
 - a. Quantitative information: score & activated criteria
 - b. Qualitative information: Strengths & Improvement Areas
- 6. Theme: Environment
- 7. Theme: Labor Practices & Human Rights
- 8. Theme: Fair Business Practices
- 9. Theme: Sustainable Procurement
- 10. 360° Stakeholder Information
- 11. Specific Comments
- 12. Contact us

ABOUT CORPORATE SOCIAL RESPONSIBILITY (CSR)

Corporate Social Responsibility (CSR) is the continuing commitment to behave responsibly by integrating social and environmental concerns into business operations. CSR goes beyond regulatory compliance to focus on how companies manage their economic, social, and environmental impacts, as well as their relationships with stakeholders (e.g. employees, suppliers, government).

ABOUT THE ASSESSMENT

The EcoVadis methodology framework assesses the policies and measures put in place as well as the reporting published by companies with regards to environmental, labor practices & human rights, fair business practices and sustainable procurement issues. The assessment conducted by CSR experts is made on the basis of the company answers to a survey which is dynamically adapted to their country, sector and size, on the basis of supporting documentation, and on public and stakeholder (NGOs, trade unions, press) information.

ABOUT ECOVADIS

EcoVadis operates the 1st collaborative platform allowing companies to assess the environmental and social performance of their suppliers on a global basis. EcoVadis combines technology and Corporate Social Responsibility (CSR) expertise to deliver simple and reliable supplier scorecards, covering 150 purchasing categories and 21 CSR criteria.

This document cannot be reproduced or distributed unless otherwise specified in EcoVadis contractually granted license right. No part of this document may be modified in whole or in part and in any form prior express written permission of EcoVadis. EcoVadis does not warrant the accuracy, reliability, completeness of the information, content, text, graphics provided on this document.

1. Score Overview

OVERALL SCORE	57/100
CSR PERFORMANCE	
Environment	ENV 60 🔶
Labor Practices	LAB 50 🎽
Fair Business Practices	FBP 70 🗡
Sustainable Procurement	NA

BENCHMARK 100 80 60 40 20 0 ENV LAB FBP SUP ALL Not enough data to show benchmark please select other criteria.

Benchmark is done on all suppliers of the same business category on the $\operatorname{EcoVadis}$ database





The overall and theme scores summarize the CSR performance of ANALYSE UND DESIGN CC GMBH on a scale of 1 to 100.

Legend

Outstanding Advanced Confirmed Partial None

The grey bars on this graph represent the benchmarks. Benchmarks compare a company's overall score and theme scores to other companies operating within the same industry. NOTE:

- + The top and bottom 5% of performers are excluded to ensure statistical relevance.
- + ENV : Environment
- + LAB : Labor Practices & Human Rights
- FBP : Fair Business PracticesSUP : Sustainable Procurement
- The company's CSR performance was not scored on this theme as it is considered not applicable due to the company size (25 or less employees)

This graph depicts the distribution of overall scores for several thousand companies on the EcoVadis platform. ANALYSE UND DESIGN CC GMBH has an overall score of 57 and the company is ranked alongside 26% which have **Confirmed** CSR engagement.

- + The red dot represents the average of all suppliers
- + The blue diamond refers to company position

ANALYSE UND DESIGN CC GMBH has been identified as **Silver** regarding their approach to CSR management. To achieve this recognition, a company must have an overall score of [46-61].

The Corrective Action Plan (CAP) is an interactive tool shared between suppliers and buyers. It helps to develop Action Plans, a starting point for an effective dialogue on actions taken by the supplier to improve their CSR performance. ANALYSE UND DESIGN CC GMBH has a CAP in place and is working on improving their CSR management system.

2. Supplier Scorecard Objectives

UNDERSTAND:

- Get a clear picture of the company's CSR performance. With a score on four CSR themes (environmental, labor practices & Human Rights, fair business practices and sustainable procurement), that highlight the company's strengths and possible areas for improvement.
- Know the company's positioning compared to their industry sector peers. On which theme is this company better positioned than their peers? How is this company positioned in comparison to their sector average?
- + Identify sector specific initiatives. What are the main international CSR regulations and sector initiatives specific to the industry sector of the company?

COMMUNICATE:

- + Meet client needs. More and more companies raise questions about their supplier's environmental and social performance. This assessment allows to demonstrate company commitment.
- + Leverage a unique communication tool. Directly share the assessment results with all clients.

3. Assessment Process

Assessment Request	
Online Questionnaire	After analyzing supplier's specific Corporate Social Responsibility (CSR) issues, a customized questionnaire is sent (20 to 50 questions- according to the industry sector, size and countries of operation)
Document Audit	Based on the answers to the questionnaire, the supplier will be required to send in documents as supporting evidence of their answers
Public information	Supplier information that is publically available, most often found on the company website, is also collected as evidence of their answers in the questionnaire
360° Watch	More than 300 reliable sources of information, including NGOs, public Administration and other stakeholders, are checked to identify CSR positive or negative news about the supplier
Expert Analysis	The EcoVadis CSR expert team analyzes the questionnaire answers, supporting documentation and other evidence of CSR policies, actions and results.
Scorecard	

4. Ecovadis Methodology is based on

A. Four themes with 21 criteria

The EcoVadis methodology takes into account 21 CSR criteria which are contained under four themes: ENVIRONMENT, LABOR, FAIR BUSINESS PRACTICES, and SUSTAINABLE PROCUREMENT. The methodology and criteria are in line with international CSR standards including the Global Reporting Initiative, United Nations Global Compact, and ISO 26000.



B. Seven management indicators

The EcoVadis assessment evaluates a company CSR management system by looking at **seven management indicators**. The four themes and their subsequent 21 CSR criteria are assessed on the basis of the following management indicators that a company has in place.



Policies (weight: 25%)

- 1. Policies: Mission statements, commitments, principles, objectives and/or policies issued by the company.
- 2. Endorsement: Endorsement of CSR external initiatives, principles and/or active participation to international/sector CSR initiative.

Actions (weight: 35%)

- 3. Measures: Concrete actions put in place to support commitments, objectives and deployment of policies (e.g. training, manual procedures).
- 4. Coverage: Level of deployment/dissemination of measures and concrete actions put in place throughout the company to support commitments and/or policies.
- 5. Certifications: Certifications received for the management system and/ or labels received for the products/ services delivered.

Results (weight: 40%)

- 6. Reporting/ KPI: Quality and level of reporting readily available to stakeholders
- 7. **360°:** Controversies, condemnations or positive developments reported by stakeholders (NGOs, Trade Unions, Press) having an impact on the company's CSR performance.

Tanja Scheid

5. How to understand company Scorecard

The overall score can be better understood by looking at quantitative information - theme scores, activated criteria - and qualitative information - strengths & improvement areas.

A. QUANTITATIVES INFORMATION: SCORES & ACTIVATED CRITERIA

THEME SCORES: Like the overall score, theme scores are on a scale of 1 to 100.

ACTIVATED CRITERIA: Each of the four themes - ENVIRONMENT, LABOR, FAIR BUSINESS PRACTICES, and SUSTAINABLE PROCUREMENT- have specific criteria associated to them. It is important to note that not all 21 criteria are activated for every company and some criteria have more weight than others in the overall assessment. The weights for the criteria are determined based on the CSR risks faced by the company according to their industry of operation and their country of operation(s). For more information see Appendix: category profile.

□ Non Activated	If criteria are not activated, this means that the specific associated issue is not relevant or has very low CSR risk for the company
Medium Importance	Medium importance criteria are the issues where there is some CSR risk, but it is not the most pressing criteria.
High Importance	High-importance criteria are the issues where the company faces the greatest CSR risk.
■ Only in Risk countries	Criteria classified as Only in Risk Countries are activated only if the company has significant operations in one or more risk country.

B. QUALITATIVE INFORMATION: STRENGTHS & IMPROVEMENT AREAS

Qualitative information provides more details and insights into the theme scores. For each theme the company is assigned Strengths (the elements of the CSR management system that are positive) and Improvement Areas (the elements of the CSR management system that need to be improved). The strengths & improvement areas are divided according to the 3 management indicators - Policies, Actions, **Results – and are also classified by** level of importance/priority (i.e. Priority.)

Green check marks indicate the Strengths \checkmark Alert signs indicate the Improvement Areas \clubsuit

Improvement Areas are a focus point for improvement. The EcoVadis Corrective Action Plan Tool allows companies to improve their CSR performance on specific improvement areas. It is an interactive tool shared between suppliers and buyers. It supports the development of Action Plans, a starting point for an effective dialogue between buyers and suppliers on actions taken by a supplier to improve their CSR performance.

Each improvement area is given a priority lev	/el
which can be used to set up corrective action	on
plans.	

	Priority Level
High	Ň
Medium	1 ^B
Low	∩ °

C. THE SCORING SCALE

85-100	Outstanding 📫	Structured and proactive CSR approach Engagements/policies and tangible actions on all issues with detailed implementation information Comprehensive CSR Reporting on actions & KPI Innovative practices and external recognition
65-84	Advanced 📫	Structured and proactive CSR approach Engagements/policies and tangible actions on major issues with detailed implementation information Significant CSR Reporting on actions & performance indicators
45-64	Confirmed 📫	Structured and proactive CSR approach Engagements/policies and tangible actions on major issues Basic reporting on actions or performance indicators
25-44	Partial 📫	No structured CSR approach Few engagements or tangible actions on selected issues Partial reporting on KPIs Partial certification or occasional labeled product
0 - 24	None 🗪	No engagements or tangible actions regarding CSR Evidence in certain cases of misconduct (e.g. pollution, corruption)

6. ENVIRONMENT

The environment theme takes into account both **operational factors** (e.g. energy consumption, waste management, etc.) and **product stewardship** (e.g. product end of life, customer health and safety issues).

ENVIRONMENT: SCORES

CSR PERFORMANCE

Environment	ENV 60 🕂
Labor Practices	LAB 50 🍾
Fair Business Practices	FBP 70 🗡
Sustainable Procurement	NA

Themes are weighted according the Corporate Social Responsibility (CSR) risks associated to the company industry of operation and country of operation(s). The theme weights influence the resulting overall score.



This benchmark shows the company overall score in comparison to the scores of industry sector peers on the EcoVadis platform. The top and bottom 5% of performers are excluded to ensure statistical relevance.

DETAILED SCORE BENCHMARK ENVIRONMENT



The theme benchmark is a more detailed comparison of the company's theme score in comparison to other companies operating within the same industry. NOTE: Benchmark is only activated when they are at least 3 suppliers to compare with.

ENVIRONMENT: ACTIVATED CRITERIA

□Non Activated □Medium Importance ■High Importance ■Only in Risk countries

Note: Not all 21 criteria are activated for every company and some criteria have more weight than others in the overall assessment. The weights for the criteria are determined based on the CSR risks faced by the company according to their industry of operation and their country of operation(s).

ENVIRONMENT: STRENGTH & WEAKNESSES

Note: The number of alert signs or checks next to a strength or weakness does not represent the performance of the company; rather they indicate the level of importance of each individual strength and/or weakness

This icon informs that the company has a Corrective Action Plan (CAP) in place associated to a particular weakness. The CAP is an interactive tool shared between suppliers and buyers. It helps to develop Actions to improve the supplier's CSR performance. ENVIRONMENT:POLICIES

Priority	Strength or Weakness	Additional Definition	CAP
<u> </u>	Basic environmental policies: only basic statements or lacks details on specific issues	More Information • The company has issued value statements on environmental issues, which either lack specificity at issue level, do not cover all the major issues the company is confronted with, or lack organizational elements (e.g. review process, dedicated responsibilities, scope of application) Guidance	
		• A standard environmental policy integrates commitments and/or operational objectives on the main environmental risks the company faces. It is communicated to internal and external stakeholders through a formal dedicated document (e.g. QHSE Policy). A standard environmental policy contains qualitative objectives/commitments specific to those issues. The policy should also incorporate some of the following elements: scope of application, allocation of responsibilities, quantitative objectives (i.e. on energy consumption & GHG emissions), and review mechanisms. Download the How-to Guide on this topic here (in English).	

ENVIRONMENT: ACTIONS

Priority	Strength or Weakness	Additional Definition	CAP
~	Use of renewable energies or purchase of green energy	 More Information The company has implemented a process to be able to use renewable energy on its site or to buy green energy from the electricity grid. 	
Tan	www.ecovadis.co	6.2018 17:19:31 − All rights reserved Ecovadis Assessment Report - June 2018 m +33 (0) 1 82 28 88 88 t@ecovadis.com	

Priority	Strength or Weakness	Additional Definition	CA
		Guidance • Examples of renewable energy are solar power, wind power, hydroelectric energy, biomass, geothermal power, energy from tides/ocean. The company may have set up a contract with a provider of such type of energy, either a private company or an institutionalized organisation (e.g. the company is connected to the town / region grid which relies on wind power for electricity production).	
	Measures for green IT (e.g. efficiency of data centers or office hardware, virtualization, data life cycle management)	More Information • The company has implemented specific measures to mitigate the impact of IT operations on energy consumption. This includes consideration for computers and information technology infrastructure.	
		Guidance • Examples might include identification of products such as data centers or office hadware offering better energy efficiency, virtualization of processes, and data life cycle management.	
~	Waste management measures in place	More Information • The company has implemented specific actions regarding management of waste.	
		Guidance • Examples of such measures include (but are not limited to): procedures to reuse or recycle waste, waste separation and waste sorting procedures, work process to optimize material consumption or to reduce waste, waste disposal arrangements etc.	
✓	Measures to reduce energy consumption	More Information • The company has implemented specific measures to reduce the consumption of energy related to its activities.	
		Guidance • Examples might include selection of energy efficient equipment e.g. energy star office equipment, switching to LED lamps, improvement of building isolation.	
✓	Measures to reduce paper consumption	More Information • The company has implemented specific measures to reduce the consumption of paper related to its activities.	
		Guidance • Examples might include provision of online catalogue to clients, distribution and storage of documents electronically (e.g. bills, press release, staff awareness on 'need to print', setting printers to double side).	
~	Specific measures to manage battery waste	More Information • There are supporting documents demonstrating that the company has specific measures in place to manage battery waste.	
		Guidance • Since batteries contain several heavy metals and toxic chemicals and disposing them by the same process as regular trash has raised concerns over soil contamination and water pollution. Specific measure to treat battery waste can be recycling of batteries. The EU implemented the Battery Directive legislation to address this issue. In the U.S and Canada, they have implemented the Call2Recycle program initiated by the Rechargeable Battery Recycling Corporation (RBRC).	
		• Best practices among companies is to collect all used batteries and send for recycling by a third party - this can be managed the same way as E-waste, e.g. outdated computers, printers, phones, and other electronics.	
✓	Measures to optimize transport of employees or reduce CO2 emissions from transport	More Information • The company has implemented specific measures to optimize transportation or to reduce the amount of CO2 emissions related to transportation of employees.	

Priority	Strength or Weakness	Additional Definition	CAF
		Guidance • Examples might include carpooling, bike programs, public transport incentive schemes, company vehicles using alternative energy, etc.	
~	Measures implemented to recycle toners & ink cartridges	More Information • The company has implemented specific measures to collect and recycle toners and ink cartridges.	
		Guidance • The ink and toner used in cartridges are hazardous materials which need to be disposed of correctly to avoid environmental and health impacts. Toners and ink cartridges can also be collected to be refilled.	

ENVI	RONME	ENT:RES	ULTS

Priority	Strength or Weakness	Additional Definition	CAP
<u>∩</u> ₿	Basic reporting on environmental issues	More Information • There is some evidence of formal reporting on environmental issues in the supporting documentation. It may include key performance indicators (KPIs), or statistical figures. However reporting elements may be limited in terms of quality or quantity, may not cover the main issues, or reporting is not regularly updated.	
		Guidance • Based on the information provided for the assessment, reporting does not cover a major portion of relevant issues (i.e. reporting is available for only 1 relevant issue).	
		• To improve the quality of reporting, KPIs could include material issues for the company's environmental performance. For example, annual figures on electricity consumption and GHG emissions, waste management, or any other available KPIs. For more information on the specific environmental performance KPIs please refer to the GRI Standards. Download the How-to Guide on this topic here (in English).	

7. LABOR PRACTICES & HUMAN RIGHTS (LAB)

The labor theme takes into account **both Labor Practice** issues (e.g. health and safety, working conditions, etc.) and **Human Rights** issues (e.g. discrimination & harassment, child labor, etc.).

LABOR & HUMAN RIGHTS: SCORES

CSR PERFORMANCE

Environment	ENV 60	→
Labor Practices	LAB 50	м.
Fair Business Practices	FBP 70	×
Sustainable Procurement	NA	
WEIGHT of the Them 3 out of 6 -> 50% of the glo		

Themes are weighted according the Corporate Social Responsibility (CSR) risks associated to the company industry of operation and country of operation(s). The theme weights influence the resulting overall score.



This benchmark shows the company overall score in comparison to the scores of industry sector peers on the EcoVadis platform. The top and bottom 5% of performers are excluded to ensure statistical relevance.

DETAILED SCORE BENCHMARK LABOR PRACTICES & HUMAN RIGHTS



The theme benchmark is a more detailed comparison of the company's theme score in comparison to other companies operating within the same industry. NOTE: Benchmark is only activated when they are at least 3 suppliers to compare with.

LABOR & HUMAN RIGHTS: ACTIVATED CRITERIA

Non Activated Medium Importance High Importance Conly in Risk countries

Note: Not all 21 criteria are activated for every company and some criteria have more weight than others in the overall assessment. The weights for the criteria are determined based on the CSR risks faced by the company according to their industry of operation and their country of operation(s).

LABOR & HUMAN RIGHTS: STRENGTH & WEAKNESSES

Note: The number of alert signs or checks next to a strength or weakness does not represent the performance of the company; rather they indicate the level of importance of each individual strength and/or weakness

This icon informs that the company has a Corrective Action Plan (CAP) in place associated to a particular weakness. The CAP is an interactive tool shared between suppliers and buyers. It helps to develop Actions to improve the supplier's CSR performance. LABOR PRACTICES & HUMAN RIGHTS:POLICIES

▲ Basic labor & human rights policies: only basic		
Basic labor & human rights policies: only basic statements or lacks details on specific issues	 More Information The company has basic labor & human rights policies that may include statements, commitments, and operational objectives on the management of its sustainable procurement policies, but lacks details on specific issues. Guidance A standard labor and human rights policy includes commitments and/or operational objectives on the main labor and human rights risks the company faces. It is communicated to internal and external stakeholders through a formal dedicated document. A standard labor and human rights policy contains qualitative objectives/commitments specific to those issues. The policy should also incorporate some of the following elements: scope of application, allocation of responsibilities, quantitative objectives, and review mechanisms. Download the How-to Guide 	

LABOR PRACTICES & HUMAN RIGHTS: ACTIONS

Priority	Strength or Weakness	Additional Definition	CAP
<u>نا</u> م	Declares measures on discrimination and/or harassment issues, but no supporting documentation available	More Information • The company declares having measures on discrimination and/or harassment issues in place but there is no evidence within the supporting documentation provided by the company.	
		Guidance • Discrimination refers to the different treatment given to people in hiring, remuneration, training, promotion, and termination	
Tan	www.ecovadis.com	.2018 17:19:31 – All rights reserved Ecovadis Assessment Report - June 2018 +33 (0) 1 82 28 88 88 @ecovadis.com	

Priority	Strength or Weakness	Additional Definition	CAI
		 which is based on race, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation or age (source: ISO 26000). Harassment (as per the US Equal Employment Opportunity Commission) refers to the unwelcome conduct based on the same criteria mentioned above. Offensive conduct may include, but is not limited to, offensive jokes, slurs, physical assaults or threats, intimidation, insults, and interference with work performance. Examples of measures might include the presence of complaint and reporting mechanisms, actions implemented for the integration of disabled people in the company, actions to promote gender and racial equality in the workplace, and awareness training on these issues. Download the How-to Guide on this topic here. 	
~	Internal audits on health & safety issues	More Information • The company carries out internal audits on health & safety issues	
		Guidance • Internal audits of the operational health and safety management system are conducted in order to determine whether the management system complies with the functioning plan for health and safety management, with respect to legal requirements or to standards the company wishes to achieve beyond compliance.	
		• Internal audits are done to review and evaluate the performance and effectiveness of procedures in place, and are useful to expose gaps in the effective implementation of the health and safety management system. A typical internal audit programme, includes series of audits, is established for one year and covers all the relevant areas and activities stipulated by the audit criteria/requirements.	
~	Training of relevant employees on health & safety risks and best working practices	More Information • The company provides training to relevant employees on health and safety risks and best working practices	
		Guidance • The company has implemented training on health and safety issues. Safety training aims at implementing health and safety procedures into specific job practices and at raising staff awareness and skills to an acceptable standard. For example, safety training covers topics such as accident prevention and safety promotion, safety compliance, use of personal protective equipment, chemical and hazardous materials safety, and workplace emergency response procedures.	
		• A best practice is to have a training matrix which helps to keep track of which employees have been trained, the date of the training, the training topic, and expected dates for refresher trainings. Monitoring of training attendance certificates is also suggested.	
		• It is also a best practice to have the training carried out in the language that the employees understand best and to carry out tests or quizzes to ensure training concepts have been successfully transmitted to participants.	
\checkmark	Additional leave beyond standard vacation days		
×	Flexible organization of work available to employees (e.g. remote work, flexitime)		
V	Emergency preparedness plan to all impacted employees (e.g. fire drills)	• The company has conducted an emergency preparedness plan to protect all impacted employees from potential hazards.	
		Guidance • Some potential examples of measures could include building evacuation drills ("fire drills"), sheltering from severe weather such as tornadoes, "shelter-in-place" from an exterior airborne hazard such as a chemical release and protective action when faced with an act of violence.	

LABOR F	ABOR PRACTICES & HUMAN RIGHTS:RESULTS		
Priority	Strength or Weakness	Additional Definition	САР
<u>₹</u> В	Declares reporting on labor & human rights issues, but no supporting documentation available, apart from KPIs in the questionnaire [reporting is obsolete, i.e older than two calender years]	 More Information The company declares it provides reporting regarding labor practices and human rights issues, but there is no information within the company supporting documentation on key performance indicators (KPIs) or statistical figures. Guidance In order to measure and monitor the effectiveness of its CSR 	
		management system internally, and in order to report performance to stakeholders, a company should report on CSR- related Key Performance Indicators (KPIs). In the EcoVadis assessment, the Reporting indicator looks at the quality, transparency and level of reporting readily available to stakeholders. The KPIs provided should be recent (i.e. within the last 2 reporting periods) and should be for the scope under evaluation.	
		• KPIs can be sector-specific and include for instance: the rates of injury/ occupational diseases/ lost days/ absenteeism, the number of work-related fatalities, the employee turnover, the % of employees covered by joint management-worker committes, the % of employees covered by collective bargaining agreements, the average hours of training, beakdown of employees per employee category (e.g. gender, age group, minority), ratio of basic salary and remuneration of women to men by employee category (Source: Global Reporting Initiative G4). Download the How-to Guide on this topic here (in English).	
~	Reports no lost-time accidents	 More Information The company reports, either through formal documentation or questionnaire declaration, no lost time due to an accident or injury in the last reporting year. Guidance Download the How-to Guide on this topic here (in English). 	

8. FAIR BUSINESS PRACTICES (FBP)

The fair business practice theme focuses primarily **on corruption and bribery issues**, but also takes into account anti-competition and responsible information management depending on the industry of operation.

FAIR BUSINESS PRACTICES: SCORES

CSR PERFORMANCE

Environment	ENV 60	→
Labor Practices	LAB 50	S
Fair Business Practices	FBP 70	\mathbf{X}
Sustainable Procurement	NA	
WEIGHT of the Them 1 out of 6 -> 16% of the glo		

Themes are weighted according the Corporate Social Responsibility (CSR) risks associated to the company industry of operation and country of operation(s). The theme weights influence the resulting overall score.



This benchmark shows the company overall score in comparison to the scores of industry sector peers on the EcoVadis platform. The top and bottom 5% of performers are excluded to ensure statistical relevance.

DETAILED SCORE BENCHMARK



The theme benchmark is a more detailed comparison of the company's theme score in comparison to other companies operating within the same industry. NOTE: Benchmark is only activated when they are at least 3 suppliers to compare with.

FAIR BUSINESS PRACTICES: ACTIVATED CRITERIA

Non Activated Medium Importance High Importance Conly in Risk countries

Note: Not all 21 criteria are activated for every company and some criteria have more weight than others in the overall assessment. The weights for the criteria are determined based on the CSR risks faced by the company according to their industry of operation and their country of operation(s).

FAIR BUSINESS PRACTICES: STRENGTH & WEAKNESSES

Note: The number of alert signs or checks next to a strength or weakness does not represent the performance of the company; rather they indicate the level of importance of each individual strength and/or weakness



This icon informs that the company has a Corrective Action Plan (CAP) in place associated to a particular weakness. The CAP is an interactive tool shared between suppliers and buyers. It helps to develop Actions to improve the supplier's CSR performance.

FAIR BUSINESS PRACTICES: POLICIES

Priority	Strength or Weakness	Additional Definition	CAP
×	Policy on information security	More Information • The company has issued a formal standard policy that integrates commitments in the form of qualitative objectives on information security issues. The policy is formalized in a document such as a Code of Ethics and includes at least some organizational elements (e.g. review process, dedicated responsibilities, scope of application).	
		Guidance • It is imperative for companies who manage sensitive information to set commitments on the protection and responsible management of third-party data. The security of third party data encompasses the protection of customer personal identification information (PII) and the protection of third party intellectual property rights. Download the How-to Guide on this topic here (in English).	
×	Policies on anti-corruption & bribery	 More Information There is a formal policy that integrates qualitative objectives/commitments on anti-corruption & bribery issues (including for example conflict of interest, fraud and money laundering) in the supporting documentation provided by the company. Guidance Corruption & bribery covers all forms of corruption issues at work namely extortion, bribery, conflict of interest, fraud, money laundering. A comprehensive policy is formalized in a standalone document or is part of a Code of Ethics/Conduct on the issues mentioned and incorporate as well some of the following elements: scope of application, allocation of responsibilities, quantitative objectives, and review mechanisms. Download the How-to Guide on this topic here (in English). 	

FAIR BUSINESS PRACTICES: ACTIONS

Priority	Strength or Weakness	Additional Definition	CAP
\checkmark	Awareness training on business ethics issues		
~	Measures to protect customer or client data from unauthorized access or disclosure	 More Information The company has implemented measures to protect customer or client data from unauthorized access or disclosure. Guidance The company has taken measures to limit access to customer or client data within its own operation, or have implemented measures to secure its information system including such data so as to protect the data from unauthorized access or disclosure. 	

9. SUSTAINABLE PROCUREMENT (SUP)

The sustainable procurement theme focuses on both social and environmental issues within the company supply chain.

SUSTAINABLE PROCUREMENT: SCORES

CSR PERFORMANCE

Environment	ENV 60 -
Labor Practices	LAB 50 👌
Fair Business Practices	FBP 70 🕻
Sustainable Procurement	NA

Themes are weighted according the Corporate Social Responsibility (CSR) risks associated to the company industry of operation and country

of operation(s). The theme weights influence the

resulting overall score

BENCHMARK

This benchmark shows the company overall score in comparison to the scores of industry sector peers on the EcoVadis platform. The top and bottom 5% of performers are excluded to ensure statistical relevance.

DETAILED SCORE BENCHMARK SUSTAINABLE PROCUREMENT



The theme benchmark is a more detailed comparison of the company's theme score in comparison to other companies operating within the same industry. NOTE: Benchmark is only activated when they are at least 3 suppliers to compare with.

SUSTAINABLE PROCUREMENT: ACTIVATED CRITERIA

□Non Activated □Medium Importance ■High Importance ©Only in Risk countries

Note: Not all 21 criteria are activated for every company and some criteria have more weight than others in the overall assessment. The weights for the criteria are determined based on the CSR risks faced by the company according to their industry of operation and their country of operation(s).

SUSTAINABLE PROCUREMENT: STRENGTH & WEAKNESSES

Note: The number of alert signs or checks next to a strength or weakness does not represent the performance of the company; rather they indicate the level of importance of each individual strength and/or weakness

This icon informs that the company has a Corrective Action Plan (CAP) in place associated to a particular weakness. The CAP is an interactive tool shared between suppliers and buyers. It helps to develop Actions to improve the supplier's CSR performance.

10. The 360° WATCH: stakeholders' information

360° WATCH

 4 M 05/2018 No records found for this company on Compliance Database

The 360° is a web based tool to collect stakeholders insight on a company's CSR approach and impacts. A corporate stakeholder is a party that can affect or be affected by the actions of the company and the achievement of its objectives (i.e. employees, clients, suppliers).

Note: If a strength or weakness is activated on the 360°, this is an indicator that the 360° has had an impact on the score.

Only legitimate stakeholder sources are selected:

- + Governmental organizations (i.e. government environmental protection administrations, anti-trust agencies, customers protection agencies)
- + CSR networks and initiatives
- Trade unions and employers' organizations
- International organizations (i.e. UN, ILO, UNEP, ...)
- + NGO's (i.e. Greenpeace, Clean Clothes Campaign, Transparency international, UFC, ...)
- + Research institutes and reputable press (CSR Asia, Blacksmith Institute, ...)

11. SPECIFIC COMMENTS

Specific comments are key points which indicate some specific characteristics of the company CSR evaluation and will help to better understand the company's performance.

- Das Unternehmen ist in keiner Compliance-bezogenen Watchlist oder Sanktionen-Liste aufgeführt.

Einige belegende Unterlagen wurden als zu veraltet angesehen um in diese Evaluierung einbezogen zu werden.
Das Unternehmen zeigt ein umfassendes Managementsystem im Bereich faire Geschäftspraktiken.
Seit der letzten Evaluierung ist die Gesamtbewertung zurückgegangen aufgrund der Berichterstattung von nicht aktuellen KPIs (d. h. über zwei Jahre alt).

MORE INFORMATION

For more information, please refer to our website (http://www.ecovadis.com) where you can also connect to the EcoVadis platform.

If you have any questions or problems, do not hesitate to contact us:

- By email at: support@ecovadis.com
 By phone : +33 (0) 1 82 28 88 88

Provided under contract for exclusive use of subscriber: Tanja Scheid - 04/06/2018

This assessment is valid for 12 months only.

APPENDIX : CATEGORY PROFILE

A Category Profile offers practical insights into the key sustainability issues which are applicable to the company industry of operation. It provides a link to major regulations, sector initiatives, and eco-labels.

The company industry of operation has been determined based on International *Standard Industrial Classification of All Economic Activities (ISIC)*, which is a compilation of all global economic activities published by the United Nations Statistical Commission.

The International Standard Industrial Classification of All Economic Activities (ISIC) main purpose is to provide a set of activity categories that can be utilized for the collection and reporting of statistics according to such activities.

International Standard Industrial Classification of All Economic Activities, Rev.4, United Nations, New York, 2008

It is possible that a company has operations in more than one category, but EcoVadis classifies companies based on their main area of operation.

CRITERIA ACTIVATION BY THEME:

Each category faces specific CSR issues and risks based on their industry of operation. The below chart shows the criteria activated for the company category name : **Computer programming**, **consultancy and related activities**.

Environment	Labor Practices	1 Fair Business Practices
Energy Consumption & GHG	Employee Health & Safety	Corruption & Bribery
□ Water	Working Conditions	Anti-competitive Practices
□ Biodiversity	Social Dialog	Responsible Information Management
□ Local Pollution	Career Management & Training	
Materials, Chemicals & Waste	□ Child & Forced Labor	Sustainable Procurement
□ Product Use	Discrimination & Harassment	Suppliers & Environment
□ Product End-of-Life	🛙 External Human Rights Issues	Suppliers & Social
□ Customers Health & Safety		
Sustainable Consumption		
Non Activated Medium Importance	High Importance ROnly in Risk countries	★Noteworthy Practices

KEY CSR ISSUES

This section shows a qualitative explanation of the key CSR issues and risk pertaining to **Computer programming**, **consultancy and related activities**.

Key CSR Issues

ENVIRONMENT

Energy Consumption & GHG

Definition: Energy consumption (e.g. electricity, fuel, renewable energies) used during operations and transport. Greenhouse gases direct and indirect emissions including CO2, CH4, N2O, HFC, PFC and SF6. Also includes production of renewable energy by the company.

Sectorial issues: The nature of the activities in the sector requires a dependence on IT devices, significant office space, and the transport of employees. The use of energy-efficient equipment (e.g. Energy Star labelled), purchase of green/renewable power, and employee awareness programs are additional measures to consider when managing energy consumption in large commercial facilities. In order to reduce GHG emissions from transport, companies engaged in computer programming (as with all businesses) should promote the use of web-based conferencing and eco-friendly transport options for employees.

Materials, Chemicals & Waste

Definition: Consumption of all types of raw materials and chemicals. Non-hazardous and hazardous waste generated from operations. Also includes air emissions other than GHG (e.g. SOx, NOx).

Sectorial issues: Waste emissions in this sector, particularly IT and electronics waste, have a significant impact on the environment when not disposed of appropriately. Much of the waste that is generated through systems upgrades, including computer equipment, printer cartridges and toners are subject to stringent regulations (e.g. WEEE in Europe), and therefore should be managed effectively to regulatory compliance requirements. Additional waste streams common for companies engaged in IT related business include paper and other sources of general office waste, all of which should be recycled or disposed of safely. The collection and recycling of e-waste is important for sector sustainability; therefore, IT firms should develop internal waste management awareness programs and recycling systems.

Sustainable Consumption

Definition: Programs implemented to promote the sustainable consumption of their own products or services among their customer base. This criteria includes the positive/negative indirect impacts of the use of products and services.

Sectorial issues: Companies engaged in computer programming, particularly in a consultative capacity, can educate clients in the value of integrating green IT equipment and systems. Additionally, companies engaged in computer program consulting are in the position to advise companies in IT usage optimization strategies and products that reduce energy costs(1). Additionally, companies engaged in IT program consulting should assist clients in developing systems that will facilitate effective security of customer and employee data. As the client (data owner) is generally responsible for data breaches, it is important that computer programming consultants manage the relationships in an ethical manner to prevent clients from absorbing large financial penalties and **reputational impacts(2). Given the recent increase in data breaches involving major MNCs' networks that have** exposed several hundred million customer records, program consultants have an obligation to notify clients.

LABOR PRACTICES

Employee Health & Safety

Definition: Deals with health and safety issues encountered by employees at work i.e. during operations and transport. Includes both physiological and psychological issues arising from, among others, dangerous equipment, work practices and hazardous substance.

Sectorial issues: Given that companies engaged in programming, consultancy and related activities have no manufacturing activities, health and safety issues are limited to stress and psychological issues, and repetitive strain due to non-ergonomic work stations. Health and safety programs should be developed that include training employees in stress and ergonomic management to avoid high rates of employee absenteeism.

Working Conditions

Definition: Deals with working hours, remunerations and social benefits granted to employees.

Sectorial issues: According the PwC, given the opportunity, 64% of Millennials (and 66% of non-Millennials) would like to occasionally work from home(4). Apart from standard working conditions applicable to any activity (e.g. working hours, holidays, wages and benefits), companies engaged in computer programming and consulting activities face non-specific issues due to the manufacturing activity involving employees. Measures such as shift allowance, personal & medical insurance can be implemented to improve work/life balance by reducing the consequences of their position in their life outside of work. However, computer programming and consulting companies with operations (contracting discussed in SUP2) in identified high risk countries, particularly India where IT related industries are well developed, should certainly respect local labor laws, but adhere to international norms as they are more rigorous and supportive of workers.

Social Dialog

Definition: Deals with structured social dialogue i.e. social dialog deployed through recognized employee representatives and collective bargaining.

Sectorial issues: The Global poll 2012 led by the International Trade Union Confederation (ITUC) shows that 70% of workers from 13 countries worldwide think current labor laws provide inadequate legal protection on wages and 44% think the legal framework does not ensure reasonable working hours(5). A sound and structured social dialog is thus of importance.

Career Management & Training

Definition: Deals with main career stages i.e. recruitment, evaluation, training and management of layoffs.

Sectorial issues: Although the computer programming sector has a skilled workforce, career management and training is a key issue to maintain a skilled workforce. Training programs should be implemented by companies to address rapid changes occurring in the IT field, particularly developments in data security and management. Human error has been blamed, by some accounts, for 35 percent of data breaches in recent years, which reaffirms the need for professional development programs in companies involved in programming(2). Additionally, career management strategies are important for both companies and employees that want to explore a broad range of fields associated with the IT field.

Discrimination & Harassment

Definition: Deals with discrimination issues at work. Discrimination is defined as different treatment given to people in hiring, remuneration, training, promotion, termination; based on race, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation or age.

Sectorial issues: Promoting diversity through non-discrimination policies and practices has positive impacts on both workplace motivation and has been shown to Diversity at work on the other hand is believed to have positive impacts on companies' financial performance. When effective non-discrimination policies not in place however, companies risk financial penalties in countries that have laws and regulations prohibiting discrimination based on various personal characteristics. There is a general lack of women in the IT sector companies, therefore companies should establish proactive measures promoting additional women in the workforce(6). There is a considerable amount of international mobility in this sector; therefore, human rights impact assessments should be performed to identify regulations regarding anti-discriminatory practices in order to establish HR processes that address the issue.

External Human Rights Issues

Definition: Deals with external human rights issues issues at work. This includes the respect of security, property rights, employees privacy rights, civil and political rights, rights to freedom of association and collective bargaining, social and cultural rights (including indigenous people) as well as the prevention of harassment, moral and physical violence and inhumane or degrading treatment.

Sectorial issues: As set out in the Guiding Principles on Business and Human Rights, companies have an obligation to respect and promote human rights. For companies operating in identified high risk countries, such as India where the current category is heavily represented, it is important that human rights impact assessments are **performed in order to gain an understanding of where workers' rights, including the right to collective bargaining** and limited working hours, are stifled. A European working Conditions Survey found that 5% of respondents were subjected to bullying and/or harassment, and 6% reported threats of violence at work . As harassment and threats of violence lead to increased absenteesism and potential legal consequences for companies, it is vital that HR systems are in place to prevent such behaviors. Whistle-blowing and disciplinary measures are affective measures for promoting human rights in the workplace.

FAIR BUSINESS PRACTICES

Corruption & Bribery

Definition: Deals with all forms of corruption issues at work, including among other things extortion, bribery, conflict of interest, fraud, money laundering.

Sectorial issues: Corruption and bribery issues are major issues for any company, particularly when operating in risk countries. Regulations such as the Foreign Corrupt Practice Act (FCPA) in the US address these issues and make it unlawful to make payments to assist in obtaining or retaining business. Collusion, bribery and conflicts of interest between software manufactures/publishers and large-scale IT consultant firms can undermine sustainable IT program development goals when consultants place the interests of 3rd parties above the interests client's sustainability needs.

Anti-competitive Practices

Definition: Deals with anti-competitive practices including among others: bid-rigging, price fixing, dumping, predatory, pricing, coercive monopoly, dividing territories, product tying, limit pricing, and the non respect of intellectual property.

Sectorial issues: Modern information technology has significantly increased the risk of industrial espionage and the theft of commercial information. Employees in sectors in this category are hired to perform tasks that grant them access to significant information streams, much of which is non-public and strategic in nature. Companies engaged the in computer programming should emphasize intellectual property protection in their Codes of Conduct, provide a whistle-blowing system, and extensively train employees about the value of intellectual property protection in company performance sustainability.

Responsible Information Management

Definition: Deals with consumer and client data protection and privacy as well as truthfulness of marketing messages, and access to essential services.

Sectorial issues: Given the functional access that computer programmers have to customer data streams, companies engaged in computer programming must prioritize data security. Employees hired to perform computer programming are entrusted with information that can expose not only clients to IP theft, but also the clients' customers' data and IP. Investigations into recent customer data security breaches have uncovered the involvement of computer programmers in data theft schemes, though usually internal programmers(8). Companies engaged in computer programming, especially in a consultative capacity, must place an emphasis on data security and privacy in their Codes of Conduct, provide a whistle-blowing system, include data security in employee training, and update systems and processes to meet the ISO 27000 standards.

SUSTAINABLE PROCUREMENT

Suppliers & Environment

Definition: Deals with environmental issues within the supply chain i.e. environmental impacts generated from the suppliers and subcontractors own operations and products.

Sectorial issues: Due to the significant demand for IT equipment that computer programming companies maintain to perform their job functions, sustainable procurement is important for the sustainability of the industry. Companies engaged in computer programming and other IT activities rely heavily on products that have significant harmful effects on the environment throughout the life cycles of the products. Computer upgrades should therefore take into account environmental impacts by purchasing equipment that has a higher quantity of recyclable parts, low emissions of noise and radiation, and packaging that is easily recyclable or reusable. When available for specific products, companies can verify the specifications and eco-impacts through certification bodies (e.g. Energy-Star).

Suppliers & Social

Definition: Deals with labor practices and human rights issues within the supply chain i.e. labor practices and human rights issues generated from the suppliers and subcontractors own operations or products.

Sectorial issues: The manufacturing process of electronics has, for many years, been a source of substantial labor and human rights abuses, particularly in identified high risk countries. Factory workers are exposed to hazardous chemicals and dangerous machinery that, when located in identified high risk countries, is neglected due to weak local health and safety regulations. To exacerbate the situation at this level of the electronics supply chain, most of the manufacturing for this sector is performed in identified high risk countries. While industry initiatives (notably the Electronics Industry Citizen Coalition) have been developed with the goal of eradicating labor and human rights abuses, issues still remain that require the attention of companies engaged in the IT programming sector in order to gain visibility of their supply chains. External are effective information gathering tools, as are the collaborative efforts to promote whistle-blowing systems.

SOURCES

Sources

1- Towards Green ICT Strategies: Assessing Policies and Programmes on ICT and the Environment http://www.oecd.org/internet/ieconomy/42825130.pdf

2- 2013 Cost of Data Breach Study: Global Analysis https://www4.symantec.com/mktginfo/whitepaper/053013_GL_NA_WP...

3- Missed Alarms and 40 Million Stolen Credit Card Numbers: How Target Blew It http://www.businessweek.com/articles/2014-03-13/target-missed...

4- Millennial Workers Want Greater Flexibility, Work/Life Balance, Global Opportunities http://press.pwc.com/global/nextgen-global-generational-study...

5- ITUC Global Poll 2012

http://www.ituc-csi.org/IMG/pdf/itucreport_2012.pdf

6- IT gender gap: Where are the female programmers? http://www.techrepublic.com/blog/software-engineer/it-gender-...

7- Workplace Violence and Harassment: a European Picture https://osha.europa.eu/en/publications/reports/violence-haras...

8- Banking's Data Security Crisis

http://www.forbes.com/2008/11/21/data-breaches-cybertheft-ide..

MAIN REGULATIONS AND SECTORS INITIATIVES

This section provides a list of text references related to major CSR standards, regulations, labels or sector initiatives pertaining to **Computer programming, consultancy and related activities.**

Main Regulations and Sectors Initiatives (49 = Regulatory)

ENV : Certification 80 PLUS

80 PLUS is an electric utility-funded incentive program to integrate more energy-efficient power supplies into desktop computers and servers. http://www.80plus.org/



ENV : EU directive EuP (Energy using Products) 🏶

The directive 2005/32/EC became law in the European Union on August 2005. The EuP Directive focus on the design phase to improve energy efficiency of energy using products. http://ec.europa.eu/enterprise/eco_design/index_en.htm

LAB : Label de responsabilité sociale des call centers - Association Française de la Relation Client

Ce "label responsabilité sociale" propose une alternative à une logique axée sur la recherche systématique d'optimisation des coûts.

http://www.afrc.org/pageLibre000100d4.php

ENV : Label Energy Star

Energy star is a voluntary labeling program designed to identify and promote energy efficient products. It was first created as a United States government program, but Australia, Canada, Japan, New Zealand, Taiwan and the European Union have also adopted the program. http://www.energystar.gov/

ENV : The Green Grid

The Green Grid Association is a 501 (c)6 non-profit, open industry consortium of end users, policy makers, technology providers, facility architects, and utility companies that works to improve the resource efficiency of information technology and data centers throughout the world. With more than 175 member companies around the world, The Green Grid seeks to unite global industry efforts, create a common set of metrics, and develop technical resources and educational tools to further its goals. http://www.thegreengrid.org/

LAB : Charte de la diversité en entreprise (French Diversity Charter)

The Diversity Charter is a written commitment that can be signed by any company, regardless of its size, that wishes to ban discrimination in the workplace and makes a decision to work towards creating diversity. http://www.diversity-charter.com/

FBP : ISACA - Code of Professional Ethics

ISACA is a global network of more than 100,000 members covering a variety of professional IT-related positions. ISACA sets forth a Code of Professional Ethics to guide the professional and personal conduct of members of the association and/or its certification holders.

http://www.isaca.org/Certification/Code-of-Professional-Ethic...



ADDITIONAL CATEGORY STATISTICS

Critical Category Strength and Improvement areas (% Suppliers)



Strengths and Improvement Areas

KPIs	EcoVadis Suppliers
Active whistleblowing procedure in place	34%
Audit or assessment of suppliers on CSR issues	26%
Carbon disclosure project (CDP) respondent	7%
	50%
	26%
	10%
	34%
OHSAS 18001 certification or equivalent (at least one operational site)	20%
	69%
Reporting on health and safety indicators	71%