

# GRI G4 INDEX



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## GENERAL STANDARD DISCLOSURES

SECTION	DISCLOSURE #	DISCLOSURE COMPILATION ITEMS	PAGE #/ANSWER
Strategy and Analysis	G4-1	Provide a statement from the most senior decision-maker of the organization.	<a href="#">CEO Message</a>
	G4-2	Provide a description of key impacts, risks, and opportunities.	<a href="#">Reporting &amp; Materiality</a> <a href="#">CDP Response</a>
Organizational Profile	G4-3	Report the name of the organization.	<a href="#">Strategy and Performance</a> <a href="#">Customer Service</a>
	G4-4	Report the primary brands, products, and services.	<a href="#">Reporting &amp; Materiality</a>
	G4-5	Report the location of the organization's headquarters.	<a href="#">Reporting &amp; Materiality</a>
	G4-6	Report the number of countries where the organization operates.	<a href="#">Economic Engine</a>
	G4-7	Report the nature of ownership and legal form.	<a href="#">Annual Report</a>
	G4-8	Report the markets served (including geographic breakdown, sectors served, and types of customers and beneficiaries).	<a href="#">Economic Engine</a>
	G4-9	Report the scale of the organization.	<a href="#">Corporate Profile</a>
	G4-10	Breakdown by employee type.	<a href="#">Workforce Snapshot</a>
	G4-11	Report the percentage of total employees covered by collective bargaining agreements.	<a href="#">Workforce Snapshot</a>
Identified Material Aspects and Boundaries	G4-16	List memberships of associations (such as industry associations) and national or international advocacy organizations.	<a href="#">Governance</a>
	G4-17	List all entities included in the organization's consolidated financial statements or equivalent documents.	<a href="#">Annual Report</a>
	G4-18	Explain the process for defining the report content and the Aspect Boundaries.	<a href="#">Reporting &amp; Materiality</a>
	G4-23	Report significant changes from previous reporting periods in the Scope and Aspect Boundaries.	<a href="#">Reporting &amp; Materiality</a>



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<b>Stakeholder Engagement</b>	G4-24	Provide a list of stakeholder groups engaged by the organization.	<a href="#">Stakeholder Engagement</a>
<b>Report Profile</b>	G4-28	Reporting period for information provided.	<a href="#">Reporting &amp; Materiality</a>
	G4-30	Reporting cycle.	<a href="#">Reporting &amp; Materiality</a>
	G4-31	Provide the contact point for questions regarding the report or its contents.	<a href="#">Reporting &amp; Materiality</a>
	G4-32	Report the 'in accordance' option the organization has chosen.	<a href="#">Reporting &amp; Materiality</a>
<b>Governance</b>	G4-34	Report the governance structure of the organization, including committees of the highest governance body.	<a href="#">Governance</a>
	G4-35	Report the process for delegating authority for economic, environmental, and social topics from the highest governance body to senior executives and other employees.	<a href="#">Governance</a>
	G4-36	Report whether the organization has appointed an executive-level position or positions with responsibility for economic, environmental, and social topics, and whether post holders report directly to the highest governance body.	<a href="#">Governance</a>
	G4-38	Report the composition of the highest governance body and its committees.	<a href="#">Governance</a>
	G4-39	Report whether the Chair of the highest governance body is also an executive officer.	<a href="#">Governance</a>
	G4-40	Report the nomination and selection processes for the highest governance body and its committees, and the criteria used for nominating and selecting highest governance body members.	<a href="#">Governance</a>
	G4-41	Report processes for the highest governance body to ensure conflicts of interest are avoided and managed.	<a href="#">Governance</a>
	G4-45	Report the highest governance body's role in the identification and management of economic, environmental, and social impacts, risks, and opportunities.	<a href="#">Governance</a>
	G4-46	Report the highest governance body's role in reviewing the effectiveness of the organization's risk management processes for economic, environmental, and social topics.	<a href="#">Governance</a>
	G4-48	Report the highest committee or position that formally reviews and approves the organization's sustainability report.	<a href="#">Governance</a>
	G4-51	Report the remuneration policies for the highest governance body and senior executives.	<a href="#">Governance</a>
	G4-52	Report the process for determining remuneration.	<a href="#">Governance</a>

SECTION	DISCLOSURE #	DISCLOSURE COMPILATION ITEMS	PAGE #/ANSWER
<b>Ethics and Integrity</b>	G4-56	Describe the organization's values, principles, standards, and norms of behavior such, as codes of conduct and codes of ethics.	<a href="#">Governance</a>
	G4-57	Report the internal and external mechanisms for seeking advice on ethical and lawful behavior and matters related to organizational integrity, such as helplines or advice lines.	<a href="#">Governance</a>
	G4-58	Report the internal and external mechanisms for reporting concerns about unethical or unlawful behavior and matters related to organizational integrity, such as escalation through line management, whistleblowing mechanisms, or hotlines.	<a href="#">Governance</a>

## SPECIFIC STANDARD DISCLOSURES

CATEGORY	ASPECT	#	DISCLOSURE	PAGE #/ANSWER
<b>Economic</b>	Economic Performance	G4-EC1	Direct economic value generated and distributed.	<a href="#">Economic Engine</a>
	Economic Performance	G4-EC2	Financial implications and other risks and opportunities for the organization's activities due to climate change.	<a href="#">CDP Response</a>
	Indirect Economic Impacts	G4-EC7	Development and impact of infrastructure investments and services supported.	<a href="#">Economic Engine</a>
	Indirect Economic Impacts	G4-EC8	Significant indirect economic impacts, including the extent of impacts.	<a href="#">Economic Engine</a>
	Procurement Practices	G4-EC9	Proportion of spending on local suppliers at significant locations of operation.	<a href="#">Supply Chain</a>
<b>Environmental</b>	Materials	G4-EN1	Materials used by weight or volume.	<a href="#">Waste Management</a>
	Materials	G4-EN2	Percentage of materials used that are recycled input materials.	<a href="#">Waste Management</a>
	Energy	G4-EN3	Energy consumption within the organization.	<a href="#">Energy Efficiency</a>
	Energy	G4-EN5	Energy intensity.	<a href="#">Energy Efficiency</a>
	Energy	G4-EN6	Reduction of energy consumption.	<a href="#">Energy Efficiency</a>
	Biodiversity	G4-EN11	Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas.	<a href="#">Carbon Mitigation</a>

CATEGORY	ASPECT	#	DISCLOSURE	PAGE #/ANSWER
Environmental	Biodiversity	G4-EN12	Description of significant impacts of activities, products, and services on biodiversity in protected areas and areas of high biodiversity value outside protected areas.	<a href="#">Carbon Mitigation</a>
	Biodiversity	G4-EN13	Habitats protected or restored.	<a href="#">Carbon Mitigation</a>
	Emissions	G4-EN15	Direct greenhouse gas (GHG) emissions (Scope 1).	<a href="#">GHG Emissions</a>
	Emissions	G4-EN16	Energy indirect greenhouse gas (GHG) emissions (Scope 2).	<a href="#">GHG Emissions</a>
	Emissions	G4-EN18	Greenhouse gas (GHG) emissions intensity.	<a href="#">GHG Emissions</a>
	Emissions	G4-EN19	Reduction of greenhouse gas (GHG) emissions	<a href="#">GHG Emissions</a>
	Emissions	G4-EN21	NO <sub>x</sub> , SO <sub>x</sub> , and other significant air emissions.	<a href="#">GHG Emissions</a>
	Effluents and Waste	G4-EN23	Total weight of waste by type and disposal method.	<a href="#">Waste Management</a>
	Effluents and Waste	G4-EN25	Weight of transported, imported, exported, or treated waste deemed hazardous under the terms of the Basel Convention. Annex I, II, III, and VIII, and percentage of transported waste shipped internationally.	<a href="#">Waste Management</a>
	Effluents and Waste	G4-EN26	Identity, size, protected status, and biodiversity value of water bodies and related habitats significantly affected by the organization's discharges of water and runoff.	<a href="#">Carbon Mitigation</a>
	Products and Services	G4-EN27	Extent of impact mitigation of environmental impacts of products and services.	<a href="#">Carbon Mitigation</a>
	Compliance	G4-EN29	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with environmental laws and regulations.	<a href="#">Governance</a>
	Transport	G4-EN30	Significant environmental impacts of transporting products and other goods and materials for the organization's operations, and transporting members of the workforce.	<a href="#">Eco Locomotives</a>
	Overall	G4-EN31	Total environmental protection expenditures and investments by type.	<a href="#">Economic Engine</a> <a href="#">Waste Management</a>

CATEGORY	ASPECT	#	DISCLOSURE	PAGE #/ANSWER
<b>Labor Practices and Decent Work</b>	Employment	G4-LA1	Total number and rates of new employee hires and employee turnover by age group, gender, and region.	<a href="#">Workforce Snapshot</a>
	Occupational Health and Safety	G4-LA5	Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs.	<a href="#">Workplace Safety</a>
	Occupational Health and Safety	G4-LA6	Type of injury and rates of injury, occupational diseases, lost days, and absenteeism, and total number of work-related fatalities, by region and by gender.	<a href="#">Workplace Safety</a>
	Training and Education	G4-LA9	Average hours of training per year per employee by gender, and by employee category.	<a href="#">Workplace Safety</a>
	Training and Education	G4-LA10	Programs for skills management and life-long learning that support the continued employability of employees and assist them in managing career endings.	<a href="#">Training</a>
	Diversity and Equal Opportunity	G4-LA12	Composition of governance bodies and breakdown of employees per employee category according to gender, age group, minority group membership, and other indicators of diversity.	<a href="#">Workforce Snapshot</a>
<b>Society</b>	Local Communities	G4-SO1	Percentage of operations with implemented local community engagement, impact assessments, and development programs.	<a href="#">Philanthropy</a>
	Local Communities	G4-SO2	Operations with significant actual and potential negative impacts on local communities.	<a href="#">Community Safety</a>
	Public Policy	G4-SO6	Total value of political contributions by country and recipient/beneficiary.	<a href="#">Stakeholder Engagement</a>
	Anti-competitive Behavior	G4-SO7	Total number of legal actions for anti-competitive behavior, antitrust, and monopoly practices and their outcomes.	No legal actions in 2015