**Ethical Health Check Questionnaire**

**Smaller companies - non-food products (under £50m)**

**Aug 2024 v2.1**

**Part 1 - Company Level Issues**

Basic information

|  |
| --- |
| 1. Company name |
|  |
| 2. Company address |
|  |
| 3. Company website |
|  |
| 3. Parent company or ultimate holding company (if any) |
|  |
| 4. Significant shareholders: please list any corporate entities that hold more than 25% shares in your company |
|  |
| 5. Company group turnover in the last financial year |
|  |
| 6. Date Questionnaire filled in |
|  |
| 7. Contact email [not for publication] |
|  |

|  |
| --- |
| **1 Workers (Manufacturing and retail)** |
|  | Score | Your score | Notes/Evidence |
| **1. Manufacturing transparency** [select one or none] |  |  |  |
| We manufacture all our own products and a list of our manufacturing locations is in the public domain | 30 |  |  |
| We manufacture some of our own products and clearly state which these are and list manufacturing locations | 20 |  |  |
|  |  |  |  |
| **2. Supply chain transparency** [choose as many as apply] |  |  |  |
| A published list of some tier 1 suppliers/OR | 10 |  |  |
| A published list of all tier 1 suppliers | 20 |  |  |
| A published list of some tier 2 suppliers/OR | 10 |  |  |
| A published list of all tier 2 suppliers | 20 |  |  |
| Some tier 3 suppliers published | 10 |  |  |
|  |  |  |  |
| **3. Supply chain practices** [choose as many as apply] |  |  |  |
| An explicit policy for long term relationships with suppliers | 20 |  |  |
| Regular visits to suppliers and monitoring of workers' rights | 20 |  |  |
| All suppliers are from country with higher labour standards enforcement or is a manufacturer which manufactures in house | 20 |  |  |
| Only operates in a setting where risk of workers' rights abuses are low | 20 |  |  |
| Good payment practices - for example, paying a price sufficient to allow workers to get a fair wage, or ensuring suppliers are paid immediately / within a short time frame. | 20 |  |  |
|  |  |  |  |
| **4. Supplier standards** [select one or none] |  |  |  |
| Has some form of supply chain policy/criteria addressing labour standards | 20 |  |  |
| Has a comprehensive supply chain policy - including 4+ ETI base code standards? See ETI code [HERE](https://www.ethicaltrade.org/eti-base-code) | 30 |  |  |
| Has a more comprehensive supply chain policy - including 6+ ETI base code standards? See ETI code [HERE](https://www.ethicaltrade.org/eti-base-code) | 40 |  |  |
| Supply chain workers rights core to whole business - with comprehensive policy/evidence embedded in its practices. Give examples. | 50 |  |  |
|  |  |  |  |
| **Total Score (max 100)** |  |  |  |

|  |
| --- |
| **2 Animals** |
|  | Score | Your score | Notes/Evidence |
| **(a) Your brand's approach to animal-derived ingredients**[please select one if applicable] |  |  |  |
| No animal ingredients used and a published statement that it is company policy not to use any animal ingredients | 40 |  |  |
| No animal ingredients or products used | 30 |  |  |
| Some animal ingredients used but a very minor part of the business | 10 |  |  |
|  |  |  |  |
| **(b) Your brand's approach to animal testing** [please select one if applicable] |  |  |  |
| Has a published policy to avoid animal testing which includes a fixed cut off date  | 60 |  |  |
| All products are in sectors where chemical safety testing is not required or commonly practised | 40 |  |  |
| Has a general statement against animal testing such as ‘cruelty-free’ | 30 |  |  |
| Only a small amount of products (e.g. under 5%) are in a sector likely to involve animal testing | 20 |  |  |
|  |  |  |  |
| **(c) Certifications around animal testing** [please select one if applicable] |  |  |  |
| Does the product have a cruelty free certification such as from the Leaping Bunny (CFI), PETA or the Vegan society. | 40 |  |  |
| Another form of third party assurance. | 20 |  |  |
|  |  |  |  |
| **(d) Problem areas** [please select one if applicable] |  |  |  |
| Parent company without a clear non animal testing or ingredients policy which operates in a sector where animal ingredients are commonly used or where chemical safety testing is required or commonly practised | -30 |  |  |
|  |  |  |  |
| **Total Score [max 100]**If your total exceeds 100, just fill in 100 in the your score box. |  |  |  |

|  |
| --- |
| **3 Company Ethos and Wider Issues**[Please choose any that apply and add up your total score at the bottom] |
|  | **Score** | **Your score** | **Notes/Evidence** |
| **(a) Structure and purpose** |  |  |  |
| Co-op or Mutual | 40 |  |  |
| Registered social enterprise | 20 |  |  |
| Climate transition focussed/all products are environmental alternatives | 30 |  |  |
| Not-for-profit | 40 |  |  |
| B Corp | 20 |  |  |
| Part employee owned (>10%) | 20 |  |  |
| Living wage certified | 20 |  |  |
| Profit share for workers (only if also living wage certified) | 10 |  |  |
|  |  |  |  |
| **(b) Controversial sectors** |  |  | Direct involvement only - not supply chain or banking |
| Company is not involved in any sectors considered by Ethical Consumer to be highly controversial: arms/military, fossil fuels, mining, nuclear power/weapons.  | 20 |  |  |
|  |  |  |  |
| **(c) Excessive directors' pay** |  |  |  |
| Do you have a limit on your pay ratio? If so what is this?  | 20 |  |  |
| Any director paid above £1million annually (total compensation) | -10 |  |  |
|  |  |  |  |
| **(d) Lobby groups** |  |  |  |
| Please list any industry associations you belong to here. |  |  |  |
| Not a member of any of the lobby groups on ECs list in Appendix 1 | 10 |  |  |
|  |  |  |  |
| **Total [Max 100]** |  |  | If your total exceeds 100, just fill in 100 in the your score box. |

|  |
| --- |
| **4 Tax Conduct**[Please fill in the Part that reflects your company best] |
|  | **Score** | **Your score** | **Notes/Evidence** |
| **Part 1. Certification or no subsidiaries in tax havens** |  |  |  |
| Are you Fair Tax Mark certified?If yes, score 100 and fill in your total score below. | 100 |  |  |
| If not, but you don't have any subsidiaries or a parent company registered in Tax Havens score 100. | 100 |  | See Ethical Consumer's list at Appendix 2 of the Guidance Notes if in doubt. |
|  |  |  |  |
| **Part 2. If you have any subsidiaries or a parent company registered in Tax Havens, but have clear non-avoidance policies.** |  |  |  |
| (a) Do you publish a clear public tax statement confirming that it is company policy not to engage in tax avoidance activity or to use tax havens for tax avoidance purposes? | 20 |  |  |
| (b) Do you publish country by country reports annually of revenue earned and taxes paid for all the countries you operate in. | 20 |  |  |
| (c) Can you list these subsidiaries and explain what type of company each is (e.g. holding company, finance, commercial store) and why it is not being used for tax minimisation purposes. | 30 |  |  |
|  |  |  |  |
| **Part 3. Subsidiaries or a parent company registered in Tax Havens, but without clear non-avoidance policies.** |  |  |  |
| One subsidiary in a tax haven with no public country-by-country reporting or policy statement and narrative explanation. | 20 |  |  |
| Two or more subsidiaries or a parent company in a tax haven with no public country-by-country reporting or policy statement and narrative explanation. | 0 |  |  |
| ‍ |  |  |  |
| **Total Score (Max 100)** |  |  |  |

|  |
| --- |
| **5 Climate Change**[Please choose any that apply and add up your total score at the bottom] |
|  | Score | Your score | Notes/Evidence |
| **(a) Positive Actions** (see also guidance notes at Appendix 1) |  |  |  |
| Your company has published a detailed discussion of its main climate impacts  | 40 |  |  |
| Your company has published a credible discussion of past actions you have taken to reduce climate impacts | 30 |  |  |
| Your company has published a credible discussion of intended future actions you will take to reduce climate impacts | 30 |  |  |
| Additional points for published emissions figures relating to the above:Scope 1 and 2 current year (10).Scope 1 and 2 current and previous years (20)Scopes 1, 2 and 3 current year (30).Scopes 1, 2 and 3 current and previous year (40) | up to 40 |  |  |
|  |  |  |  |
| (b) Problem areas |  |  |  |
| Company involved in developing new fossil fuel extraction | -100 |  |  |
| Company is making carbon neutral or carbon negative product claims (these are considered by Ethical Consumer to be misleading) | -30 |  |  |
| ‍ |  |  |  |
| **Total Score** [score cannot be above 100 or below 0] |  |  | If your total exceeds 100, just put 100 in the box. |

**Part 2 - Product Level Issues**

Basic product information

|  |
| --- |
| 1. Product Name |
|  |
| 3. Company name |
|  |
| 3. Webpage where product details appear |
|  |
| 4. Name of product supplier - if not manufactured in house |
|  |
| 5. Address of manufacturing/production location |
|  |
| 6. Date Questionnaire filled in |
|  |
| 7. Contact email [Not for publication] |
|  |

|  |
| --- |
| **1 Sustainability of packaging (SME companies)** |
| [please select any that apply] | Score | Your score | Notes/Evidence |
| **(a) Product packaging amounts** |  |  |  |
| Have you reduced the overall amount of packaging used across your direct operations in recent years? | 20 |  |  |
| Have you reduced the overall amount of packaging used across your supply chain in recent years? | 20 |  |  |
|  |  |  |  |
| **(b) Packaging reusability** [select one option] |  |  |  |
| Zero waste approach (all packaging reusable, return scheme, packaging free), or primarily reusable, returnable, or unpackaged, with the remaining packaging plastic free and made from recycled materials | 70 |  |  |
| Primarily reusable, returnable, or unpackaged, whereremaining packaging is plastic free, but made from virgin materials | 60 |  |  |
| Above 50% of the company’s total packaging is reusable, returnable, or unpackaged | 40 |  |  |
| None of the above  | 0 |  |  |
| ‍ |  |  |  |
| **(c)** **Single use packaging** [select the highest scoring option] |  |  |  |
| More than 50% of packaging is plastic free and made from recycled materials | 60 |  |  |
| All packaging is plastic free but includes virgin materials | 50 |  |  |
| More than 50% of packaging is plastic free but includes virgin materials | 20 |  |  |
| All packaging [>95%] is home compostable | 60 |  |  |
| More than 50% of packaging is home compostable | 20 |  |  |
|  |  |  |  |
| **(c) Evidence of action** |  |  |  |
| Evidence of significant action on reducing plastic packaging | 10 |  |  |
| Evidence of significant action on increasing amount of packaging made from recycled materials | 10 |  |  |
| Evidence of significant action to reduce overall packaging | 10 |  |  |
| ‍ |  |  |  |
| **Total Score [max 100]** |  |  |  |

|  |
| --- |
| **2 Sustainability of materials/contents/ingredients** |
|  | Score | Your score | Notes/Evidence |
| **(a) Transparency** [please select any that apply] |  |  |  |
| Do you list all the ingredients or materials that your product is made from for your customers? | 40 |  |  |
| OR, do you list all the main ingredients or materials that your product is made from for your customers? | 20 |  |  |
| ‍ |  |  |  |
| **(b) Sustainable materials** [please select any that apply] |  |  |  |
| Is the whole product certified for sustainability? | 40 |  | [Please name the certification] |
| Are some of the ingredients certified for sustainability? | 20 |  | [Please name the certification] |
| Are any of these materials or ingredients recycled or reused? | 20 |  |  |
| ‍ |  |  |  |
| **(c) Avoidance of toxic ingredients** |  |  |  |
| The product is designed to avoid all commonly used toxic ingredients | 40 |  | [Please list the ingredients avoided] |
| OR, the product is designed to avoid some commonly used toxic ingredients | 20 |  | [Please list the ingredients avoided] |
| ‍ |  |  |  |
| **Total Score [max 100]** |  |  |  |

**Part 3 How to calculate your score and take next steps**

We are looking for an average score across the number of categories which you have completed.

1. Please copy in your total scores from the score cards that you filled in into the table below and add them up to create a total score in the bottom right column.

|  |  |
| --- | --- |
| **Part 1 Company Level Scores** | **Score** |
| Climate Change |  |
| Workers |  |
| Animals |  |
| Company Ethos |  |
| Tax conduct |  |
|  |  |
| **Part 2 Product Level Scores** |  |
| Sustainability of packaging  |  |
| Sustainability of materials/contents/ingredients |  |
|  |  |
| **Your Total Score** |  |

2. Take the total number of categories that you have completed and then divide your total score by the number of categories. This is your draft ethiscore.

|  |  |
| --- | --- |
| Total score/categories |  = |

----------------------------------

3. If your draft ethiscore score is more than 65 you may be eligible to use the Ethical Consumer Best Buy label with its linked promotional opportunities. For more information see below and at:

[www.ethicalconsumer.org/promote-your-business-ethical-consumer/screenings-best-buy](https://www.ethicalconsumer.org/promote-your-business-ethical-consumer/screenings-best-buy)

If it isn't, you may be able to put into place a few policies and practices and come back in a relatively short time to score yourself again. It should be obvious from the document what improvements are needed where.

If it's looking tricky and you'd like some help, perhaps with policy development, Ethical Consumer can arrange a formal advice session with one of its researchers. Costs start at around £300.

For more information on this contact: ruairidh@ethicalconsumer.org

**4. Best buy label certification**

If your score is above 65, and you want to explore using the promotional logo, send these forms to us to check and we will review you score.

We charge a small fee for reviewing a score (around £225). This we will invoice in advance of research taking place.

Please contact Ruairidh (ruairidh@ethicalconsumer.org) on our Best Buy Research Team with your questionnaire if this is the case.

If we agree that your score makes the grade we'll get back to you and Simon can begin a discussion with you about logo licencing.

If we don't agree that your score makes the grade (companies are sometimes inclined to score themselves more highly that we are!) we will give you suggestions of what changes you could make. We will re-assess you for free after any changes have been made in a six month period..

Please remember that, should you decide to go ahead with the Best Buy label, this document will be published (with redactions if necessary) as a downloadable PDF on the Ethical Consumer website.

**Appendix 1: Technical Notes**

**1. Climate**

Credible discussion: must include discussion of main areas of carbon impact e.g. supply chain/production, or the use of its product [likely to be the main areas of climate impact - see list below].

• Our list so far or main impacts in the following sectors:

 eletricals and white goods - use phase, so energy efficiency of products

 clothing - fabric production,

 footwear - leather,

 generic food - agriculture,

 meat - deforestation,

 dairy - cows and feed

 finance - impact reduction in either lending, or investments, or for insurance companies, what they underwrite

To show it was detailed, it should state:

It identified its main areas of climate impact to be: XXXX

OR

It gave quantified examples of how it had or would reduce the impacts of its supply chain, or the use of its product: [which were likely to be the main areas of climate impact]

OR

It had calculated how much progress it was making and gave figures with a clear baseline or defined period: [e.g. compared to 2020, or, this year.]

• The level of detail required should reflect the impact of the sector. If the company is operating in a sector that doesn’t have a huge carbon impact it doesn’t need such an impressive discussion as one that does. Reporting some figures can be treated as a form of discussion.

• As a small company, if its key materials have a lower carbon impact, past and future may be credible, as it is offering lower carbon options on an ongoing basis. Being vegan may be accepted, organic is not.

**2 List of lobby groups**

- American Chamber of Commerce/AMCHAM-EU

- Bilderberg Group

- Business Action for Sustainable Development
- Round Table / European Round Table of Industrialists

- European Services Forum

- International Chamber of Commerce
- Transatlantic Business Dialogue

- Trilateral Commission

- US Coalition of Service Industries

- World Economic Forum

**3. 2023 List of tax havens**

|  |  |
| --- | --- |
| AlgeriaAmerican SamoaAngolaAnguillaAntigua and BarbudaArubaBahamasBangladeshBarbadosBelarusBelizeBermudaBoliviaBritish Virgin IslandsBruneiCameroonCayman IslandsCook IslandsCosta RicaCuracaoCyprusEstoniaFijiGambiaGibraltarGuamGuatemalaGuernseyHong KongHungaryIrelandIsle of ManJerseyJordanKuwaitLatvia | LebanonLiberiaLiechtensteinLuxembourgMaldivesMaltaMarshall IslandsMauritiusMonacoMontenegroMontserratNamibiaNetherlandsOmanPalauPanamaPuerto RicoQatarRussiaRwandaSamoaSeychellesSingaporeSri LankaSt LuciaSt. Kitts and NevisSwitzerlandThailandTrinidad and TobagoTurks and Caicos IslandsUAEUS Virgin IslandsVanuatuVenezuelaVietnam |