



Sustainability Assessment

Sustainability is a new way to lead your company, your employees and community, and your customers and suppliers, so you can thrive indefinitely. It can be measured using the Triple Bottom Line: People, Planet, and Profit. This document lets you to rate your organization’s performance in 8 different areas, showing areas which can provide the best payback.

Instructions

Rate each statement within each section based on your understanding of your organization.

Summarize the score for each section (average for the section: -1, 0, 1, 2, 3, 4, or 5).

When you complete all sections,

- Transfer these scores onto the Radar Plot on the back page, and
- Complete the Planning Goal Statements on the back page.

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Strategic Framework

| | | | | |
|--|-----------|----------|-----------|----------|
| Do we think that Sustainability (People+Planet+Profit) can provide a competitive edge for our company? | no | little | somewhat | yes |
| Do we balance people and planet with profits? | no | seldom | sometimes | always |
| Do we use the Triple Bottom Line (People/Planet/Profits) for decisions throughout our company? | no | seldom | sometimes | always |
| Do we recognize that we are part of a larger community and ecosystem? | no | seldom | sometimes | always |
| Strategic Framework Summary Rating: | -1 | 1 | 3 | 5 |

Leaders and Management

| | | | | |
|---|-------------|--------------|---------------------|-----------------------|
| What % of our leaders is educated on Sustainability? | don't know | 10% | 50% | 100% |
| Do we make it easy for our employees to operate sustainably? | don't know | little | somewhat | yes |
| Is a senior executive a Sustainability Champion? | don't know | little | somewhat | yes |
| How far do we extend our commitment to sustainability? | not started | company only | company & community | suppliers & customers |
| Do our leaders focus on serving customers, employees, suppliers, and community? | don't know | little | somewhat | yes |
| Leaders and Management Summary Rating: | -1 | 1 | 3 | 5 |

Human Resources

| | | | | |
|---|--------------------|---------------------|---------------|---------------|
| As an employer, how are we viewed by the community? | worse than average | better than average | excellent | most admired |
| How many hours of training/education did each permanent employee receive last year, average? | don't know | 10 hrs | 40 hrs | 80 hrs |
| What is the ratio of salary and bonuses between the highest-paid employee and the lowest-paid employee? | don't know | 50 | 30 | 10 |
| How many paid hours/employee do our employees spend on community projects per year? | don't know | 5 hrs | 20 hrs | 40 hrs |
| What is the level of engagement of our employees? | low | partially | mostly | fully |
| How many suggestions per employee were implemented last year? | don't know | 4 | 20 | 50 |
| Do employees receive a full benefits package? | no | owners only | salaried only | all full-time |
| What % of employees would say that our organization is a great place to work? | don't know | 20% | 60% | 100% |
| Human Resources Summary Rating: | -1 | 1 | 3 | 5 |

Design and Development

| | | | | |
|---|------------|----------|------------|----------|
| How important is Sustainability when designing a new service or creating a new product? | don't know | not very | moderately | very |
| Do our products and services help our customers become more sustainable? | don't know | little | partially | yes |
| What % of items is returned to us after use? | don't know | 10% | 50% | 100% |
| Design and Development Summary Rating: | -1 | 1 | 3 | 5 |

Supply and Purchasing

| | | | | |
|---|------------|----------|------------|----------|
| What % of our total energy comes from 100% renewable sources (e.g. wind, solar, biofuel)? | don't know | 10% | 50% | 100% |
| What % of our purchases is with suppliers who are implementing a sustainability program? | don't know | 10% | 50% | 100% |
| On average, how many miles do our raw materials travel? | don't know | <1000 | <500 | <100 |
| How much are we helping our suppliers with their Sustainability efforts? | don't know | not very | moderately | very |
| What % of incoming materials is reused or recycled? | don't know | 10% | 50% | 100% |
| Supply and Purchasing Summary Rating: | -1 | 1 | 3 | 5 |

Value-Adding Operations

| | | | | |
|--|------------|----------|----------|----------|
| What % of our key products and services has had a rigorous Sustainability assessment? | don't know | 10% | 50% | 100% |
| What % of sales is our total operating waste? | don't know | 10% | 4% | 1% |
| What % of all incoming materials (including water) is converted into saleable product (by weight)? | don't know | 50% | 75% | 98% |
| For what % of our emissions do we buy carbon offsets? | don't know | 10% | 50% | 100% |
| What % of our employees meet regularly as part of a Continuous Improvement Team? | don't know | 10% | 50% | 100% |
| How much did our organization spend on sending things to landfill in the past 12 months? | don't know | a lot | a little | nothing |
| Value-Adding Operations Summary Rating: | -1 | 1 | 3 | 5 |

Sales and Marketing

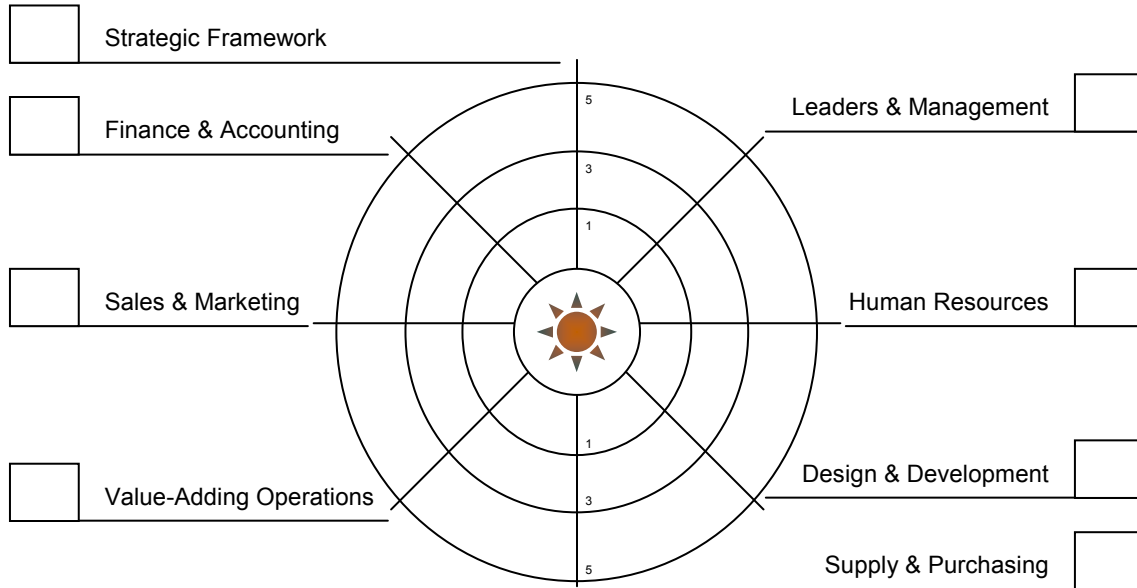
| | | | | |
|--|------------|----------|------------|----------|
| What % of our customers consider us their most admired supplier? | don't know | 10% | 50% | 100% |
| What % of our customers value Sustainability? | don't know | 10% | 50% | 100% |
| How important is Sustainability in our sales and marketing strategy? | don't know | not very | moderately | very |
| How much are we helping our customers with their Sustainability efforts? | don't know | little | moderately | a lot |
| How much do we educate the customers on Sustainability? | don't know | little | moderately | a lot |
| Sales and Marketing Summary Rating | -1 | 1 | 3 | 5 |

Finance and Accounting

| | | | | |
|---|------------|----------|----------|----------|
| How much reporting reflects Triple Bottom Line? | don't know | 10% | 50% | 100% |
| What % of the decisions made throughout the company reflects Triple Bottom Line thinking? | don't know | 10% | 50% | 100% |
| What % of our investors understand and support Sustainability? | don't know | 10% | 50% | 100% |
| Finance and Accounting Summary Rating: | -1 | 1 | 3 | 5 |

Self Assessment Results:

Put your score for each of the 8 elements in the proper box
 Transfer your score onto the map
 Shade in the radar plot.



Planning Goals to Become Sustainable:

List 3 goals that will lead your organization toward becoming a Sustainable Organization

1

2

3

Prioritize these goals based on

- Benefit: Impact on company, community, society, and planet.
- Cost: Time, cost, and difficulty to implement