



Maturity and Integration Assessment (MIA) Tool

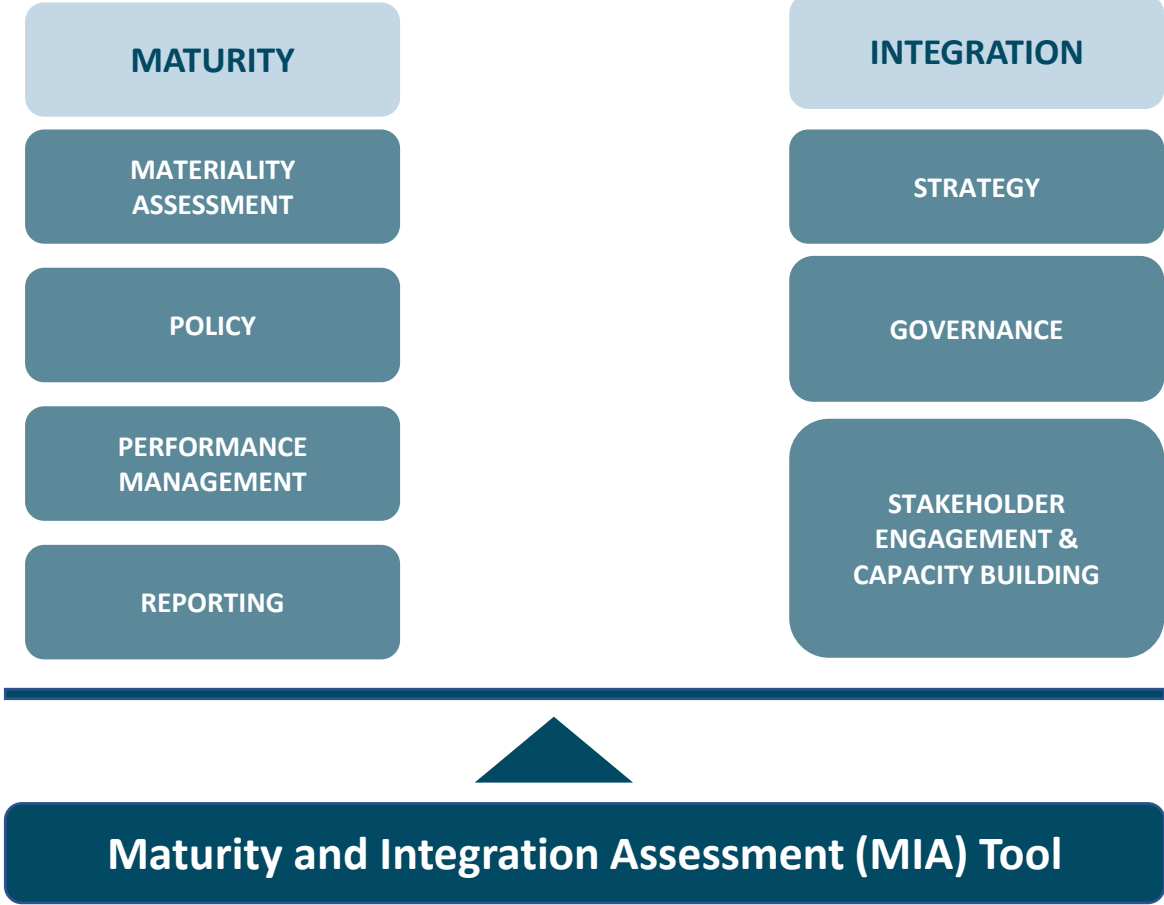


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What is Included in MIA?

Overview of the elements included in the assessment:



What is the MIA Tool?

ABOUT MIA

The **Maturity and Integration Assessment (MIA)** tool provides organizations with a solution to assess and benchmark the level of maturity and integration of their sustainability management. On one hand, the assessment helps your company to **better understand and internally communicate areas of improvement**. On the other hand, you will be able to **respond to the increasing expectations of your stakeholders** regarding your company's impact on the economy, society, and the environment.

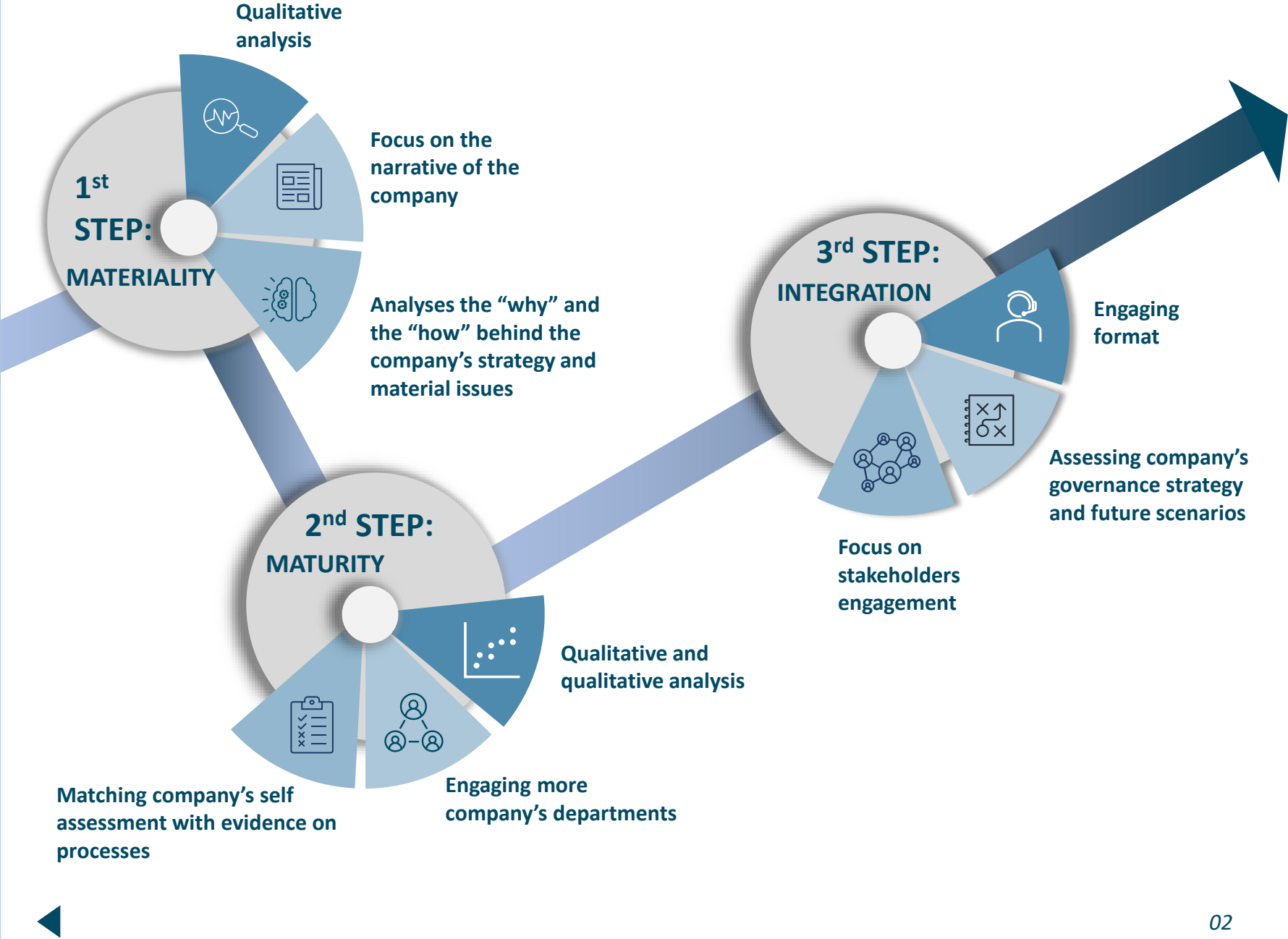
Maturity: *The degree to which companies measure and manage what is material to their business.*

Integration: *The degree to which sustainability and material stakeholder expectations are embedded in strategic management and all divisions of the organisational structure.*

The tool is organised to assess distinctively both the maturity and integration of a company's sustainability management. The assessment takes into account **ideal scenarios** based on existing CSR and sustainability management standards- such as ISO 26000 and GRI - and the best practices of advanced companies.

The Assessment Process

The assessment is delivered in three steps, with a unique mix of qualitative and quantitative analysis, engaging your company on all the internal and external aspects of its sustainability strategy.



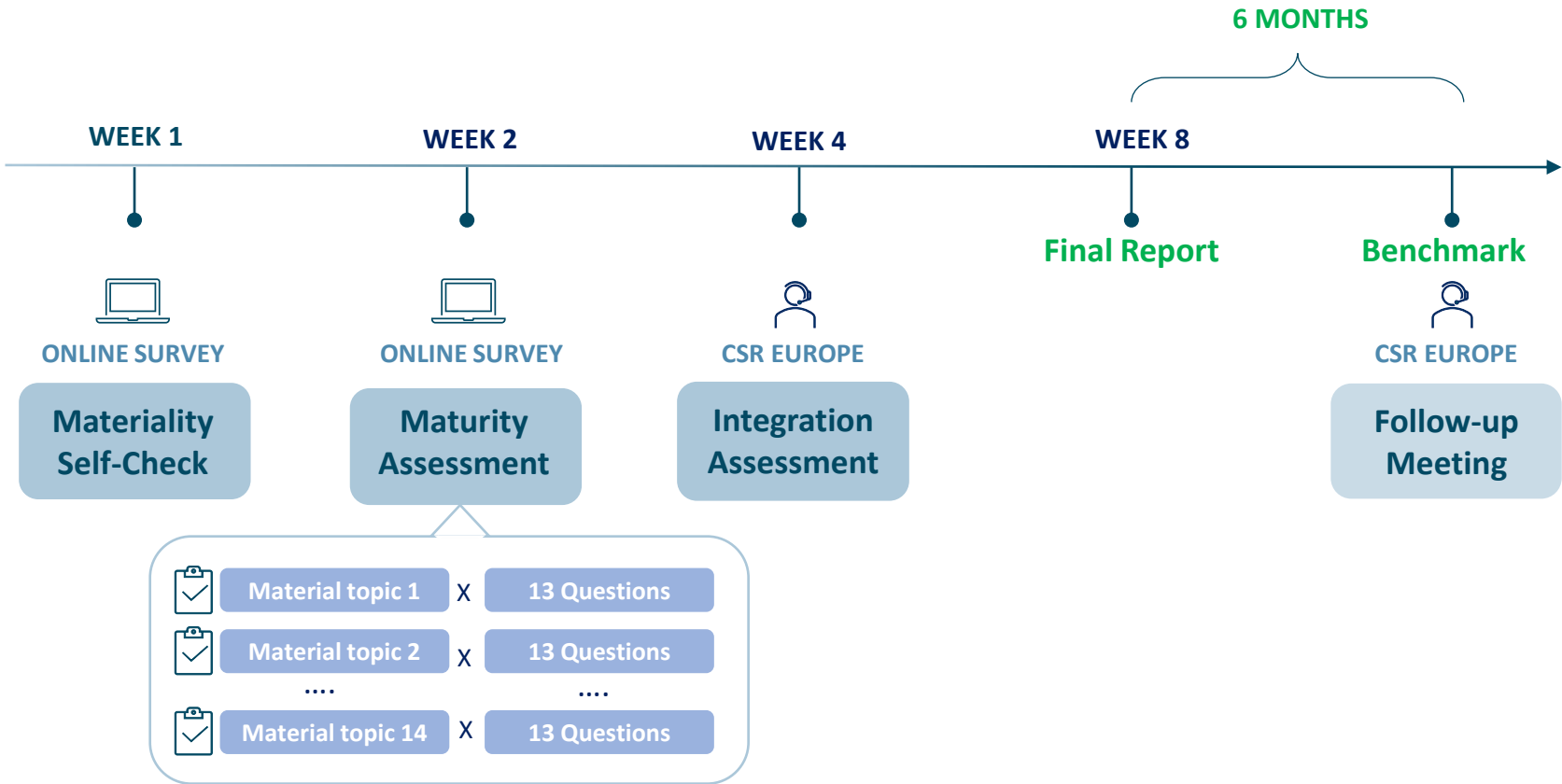
The Timeline of Delivery

The MIA tool has a minimum duration that can be customized and adapted to the company's timeline.



The **MIA** tool is divided into **3 steps** that can be delivered in **6-8 weeks**. The assessment process is **fully digital** and can be adapted to the needs of the company.

Due to its format, the CSR/Sustainability manager will be able to directly engage with the company units responsible for the different topics.



STEP 1

Materiality Self-Check

How to define the economic, social, and environmental issues that are relevant for your company and its stakeholders?



The Self Check measures how robust and credible the materiality analysis process of your company is. How you conduct the materiality assessment affects your company's resource allocation and management maturity.

According to the Global Reporting Initiative (GRI), material aspects are those that reflect the organisation's significant economic, environmental and social impacts; or that substantively influence the assessments and decisions of stakeholders.

The Materiality Self Check consists of **10 robust criteria**, scored on a scale of 0-4 and ranging from 'not mature' to 'good practice'.

1 PURPOSE

2 RESPONSIBILITY

3 LEVEL AND SCOPE

4 STAKEHOLDER MAPPING

5 ISSUES IDENTIFICATION

6 ISSUES PRIORISATION

7 VALIDATION OF RESULTS

8 REVIEW

9 REPRESENTATION OF MATERIAL TOPICS

10 COMMUNICATION



STEP 2

Maturity Assessment

How is your company managing sustainability issues that matter to the business?

How mature is your company in defining policies, managing performance and disclosing relevant matters?



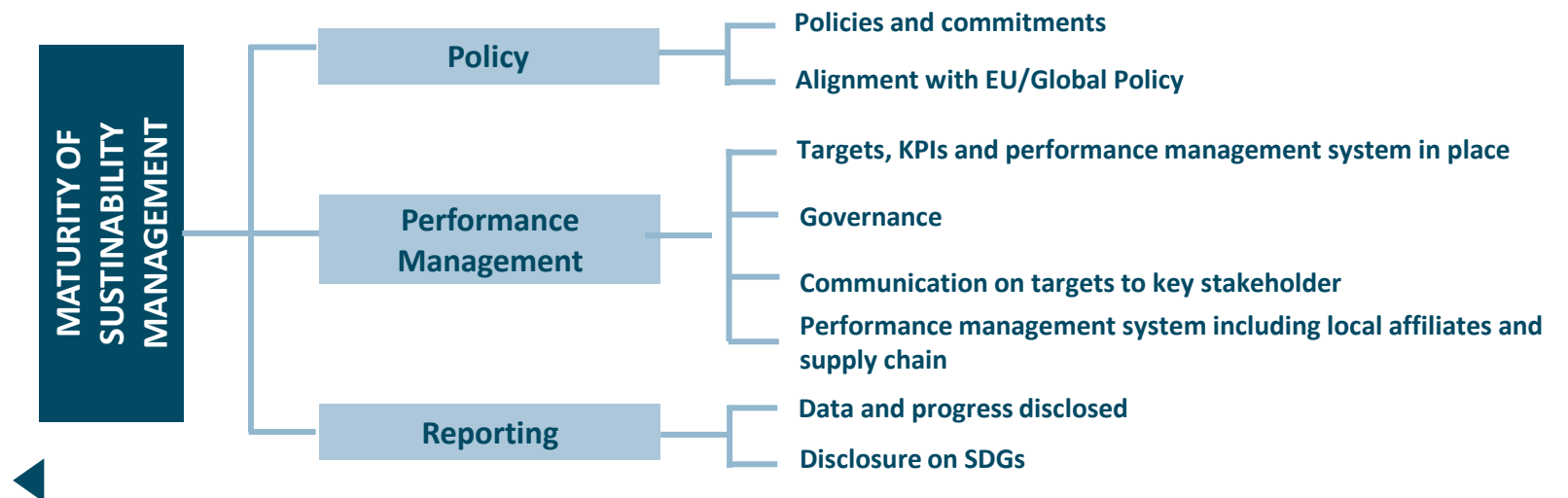
Once material issues have been determined, the Maturity Assessment aims at defining how mature your company is in managing each of them.

KEY ELEMENTS

Policy: whether your company has policies for a given sustainability topic and if these policies are aligned with the current EU and global agenda. It consists of 2 multiple choice questions.

Performance Management: how your company manages the performance on a given topic, including target and KPIs setting, governance, and supplier performance. It includes 8 multiple choice questions.

Reporting: how the company disclose on the topic and whether this disclosure is in line with the Sustainable Development Goals via 2 multiple choice questions.



STEP 2






Maturity Assessment

How is your company managing sustainability issues that matter to the business?

How mature is your company in defining policies, managing performance and disclosing relevant matters?



Click on the links below to complete the **Maturity Assessment**. For a more in-depth analysis of the level of maturity within your company, you can **share the link with the units responsible for each one of the different material topics**.

- | | | | | | |
|---|----------------------------------|--|----|-------------------------|---|
| 1 | Ethical Integrity |  start survey or share it | 8 | Climate Change |  |
| 2 | Employment and Labour Management |  | 9 | Customer Responsibility |  |
| 3 | Human Rights |  | 10 | Diversity |  |
| 4 | Education and Training |  | 11 | Supply Chain |  |
| 5 | Local Community Engagement |  | 12 | Biodiversity |  |
| 6 | Health and Safety |  | 13 | Water Use |  |
| 7 | Product Circularity |  | 14 | Pollution and Waste |  |



Integration

The degree to which sustainability and material stakeholder expectations are embedded into the strategic management and in all the divisions of the organisational structure.

The assessment measures the key aspects to determine the level of integration of non-financial/sustainability management processes.



The assessment measures the integration of non-financial/sustainability management processes in three elements

1. **Strategic integration of sustainability:** how your company integrates non-financial/sustainability in its vision, strategy, risk assessment and how it is mapping stakeholder expectations.
2. **Sustainability governance:** it refers to the structure of sustainability governance and which functions are responsible for the implementation of the strategy.
3. **Stakeholders engagement and capacity building for integration:** how your company engages with stakeholders along the value chain - employees, supply chain and customers - to communicate, raise awareness and build capacity to improve its sustainability performance.



Integration

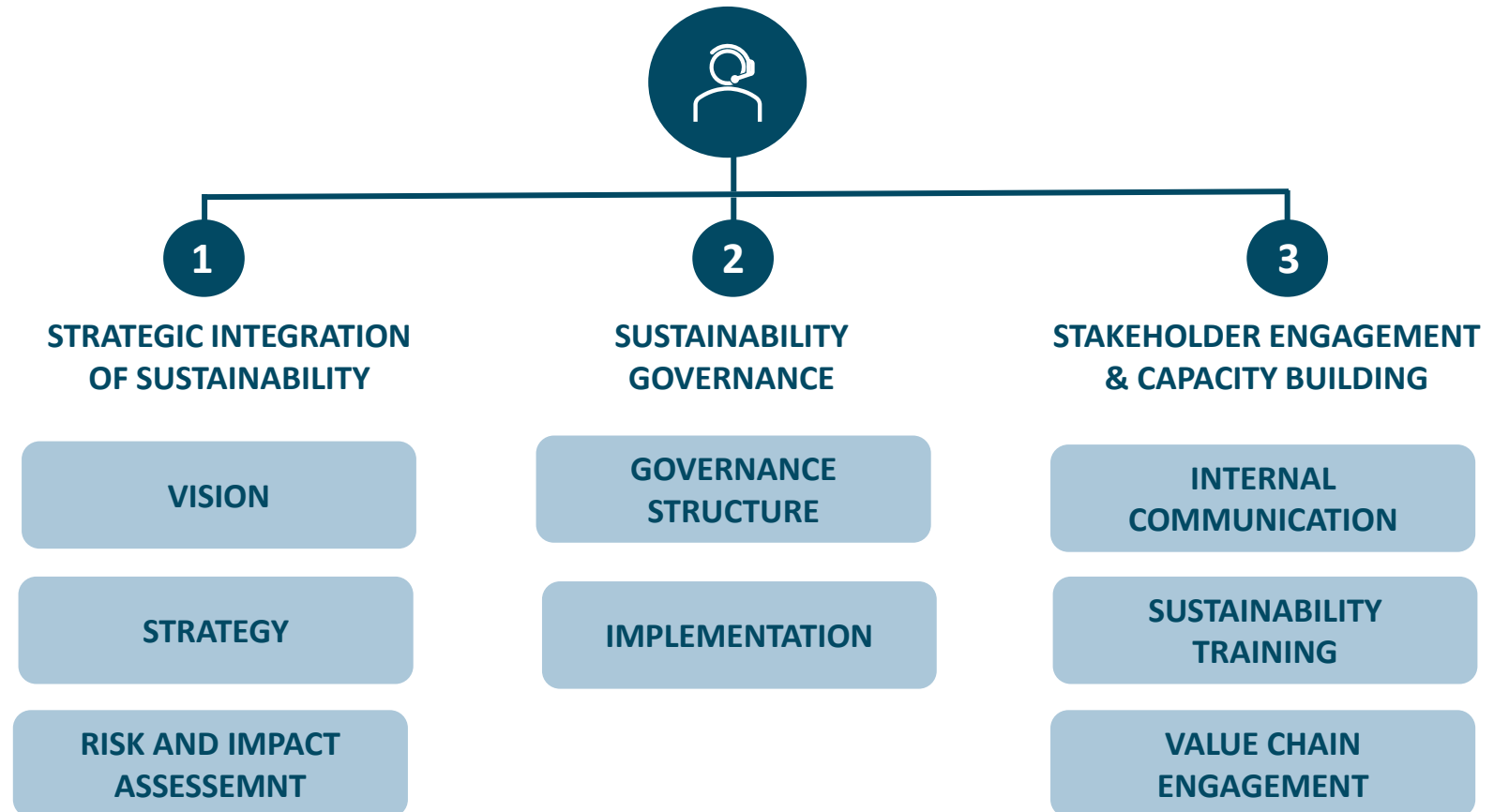
The degree to which sustainability and material stakeholder expectations are embedded into the strategic management and in all the divisions of the organisational structure.

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ABOUT THE FORMAT & STRUCTURE

- 1.5h interview with two CSR Europe experts
- Qualitative analysis



The Final Report

After the assessment, you will receive a detailed report outlining the level of maturity and integration of your company's sustainability management.



What you will receive:



Maturity Assessment

The maturity section of the assessment provides information about the degree to which companies measure and manage what is material to their business.

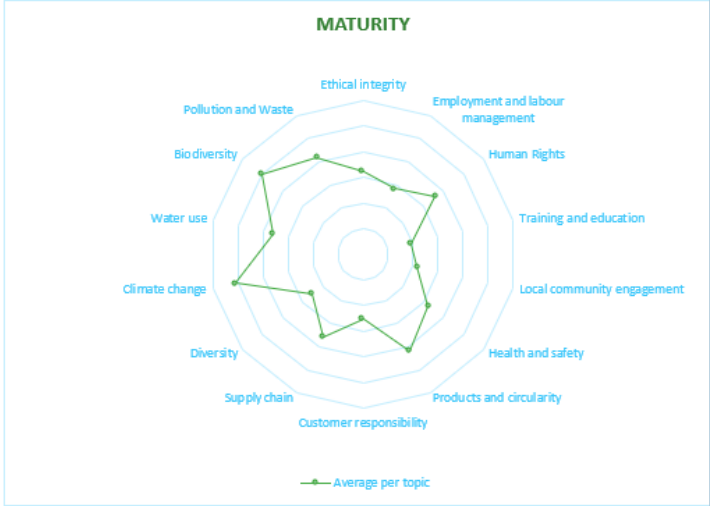
The main components of this section of the assessment are:

- Policy and formal commitments
- Performance management
- Reporting

The company has an overall maturity score of **1,70 out of 4**

Overall Maturity

In the fourteen topics analysed, the company scores as follows:



According to the above results [name of the company] has a strong approach to setting policies and formal commitments. However, this is true mostly for some areas such as climate change....