GUIDELINES ON ESG DISCLOSURES FOR LISTED COMPANIES, 2023

SECP

SECURITIES AND EXCHANGE COMMISSION OF PAKISTAN

Key ESG Performance Indicators

The Key ESG Performance metrics are presented below for guidance of listed companies. The listed companies are encouraged to disclose their ESG performance using the following metrics, in addition to the existing mandatory disclosure requirements as stipulated under various laws:

Category	Metric	Measurement Annual, unless specified
ENVIRONMENT	GHG Emissions	• Total amount of Carbon and Green House Gas emissions in metric tons • Total amount, in CO_2 equivalents, for Scope 1, Scope 2 and Scope 3 (if applicable)
	Emissions Intensity	• Total GHG emissions per output scaling factor (e.g. revenues, sales, units produced) • Total non-GHG emissions per output scaling factor
	Energy Usage	• Total amount of energy *directly* consumed • Total amount of energy *indirectly* consumed
	Energy Intensity	Total direct energy usage per output scaling factor
	Energy Mix	• Percentage: Energy usage by generation type • Disclose the energy consumption from renewable sources as a percentage of total energy consumption
	Water Usage	• Total amount of water consumed • Total amount of water reclaimed
	Environmental Operations	• Does your company follow a formal Environmental Policy? Yes, No • Does your company follow specific waste, water, energy, and/or recycling polices? Yes/No • Specify the quantity of waste recycled or re-used as a percentage of total waste for the current and comparative period. • Does your company use a recognized energy management system? Yes/No
	Environmental Oversight	Does your Board/Management Team oversee and/or manage climate-related risks? Yes/No
	Environmental Oversight	Does your Board/Management Team oversee and/or manage other sustainability issues? Yes/No
	Sustainable Sourcing	• Does your company has a policy and procedures in place for sustainable sourcing? (Yes/No)
	Climate Risk Mitigation and adaptation	Climate related transition and physical risks, climate related opportunities, capital deployment, internal carbon prices.

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Category	Metric	Measurement Annual, unless specified
SOCIAL	CEO Pay Ratio	• CEO total compensation to median Full-time Equivalent (FTE) total compensation • Does your company report this metric in regulatory filings? Yes/No
	Gender Pay Ratio	Ratio: Median male compensation to median female compensation
	Employee Turnover	• Percentage: Year-over-year change for full-time employees • Percentage: Year-over-year change for part-time employees • Percentage: Year-over-year change for contractors and/or consultants
	Gender Diversity	• Percentage: Total enterprise headcount held by men and women • Percentage: Entry- and mid-level positions held by men and women • Percentage: Senior- and executive-level positions held by men and women
	Temporary Worker Ratio	• Percentage: Total enterprise headcount held by part-time employees • Percentage: Total enterprise headcount held by contractors and/or consultants
	Non-Discrimination	• Does your company have a sexual harassment and/or non-discrimination, diversity, inclusion policy? Yes/No • Is there a confidential grievance, resolution, reporting and non-retaliation mechanism and procedure to address and respond to incidence of harassment and violence? Yes/ No • Percentage: differently-abled Women and men in the workforce
	Global Health & Safety	Does your company follow an occupational health and/or global health & safety policy? Yes/No
	Child & Forced Labor	• Does your company follow a child and/or forced labor policy? Yes/No • If yes, does your child and/or forced labor policy also cover suppliers and vendors? Yes/No
	Corporate Social Responsibility	• Please share a list of CSR activities undertaken along with total time spent on these and amounts (PKR) allocated to these
	Employee training and Succession Planning	• Number of training sessions held on the following. Please also mention the Number of employees and workers trained on these: -Skill Upgradation -Soft Skills - Health and Safety Measures • Percentage: Women and men promoted during the year
	Human Rights	• Does your company follow a human rights policy? Yes/No • If yes, does your human rights policy also cover suppliers and vendors? Yes/No
	Working Conditions	• Number of complaints made by employees regarding working conditions during the reporting period. • Number of complaints regarding working conditions resolved.
	Injury Rate	• Percentage: Frequency of injury events relative to total workforce time • Number of safety-related incidents during the reporting year and Number of lost production hours as a result • Disclose the percentage of employees/workers covered with Health and Safety Insurance
	Marketing	• Do you have responsible gender sensitive marketing communication policy or a commitment embedded in larger corporate policy? Yes/No

Category	Metric	Measurement Annual, unless specified
GOVERNANCE	Board Diversity	• Percentage: Total board seats occupied by men and women • Percentage: Committee chairs occupied by men and women
	Board Independence	• Does company prohibit CEO from serving as board chair? Yes/No • Percentage: Total board seats occupied by independents
	Board competence	• Percentage of ESG-certified board members.
	Incentivized Pay	Are executives formally incentivized to perform on sustainability? Yes/No
	Collective Bargaining	Percentage: Total enterprise headcount covered by collective bargaining agreement(s)
	Supplier Code of Conduct	• Are your vendors or suppliers required to follow a Code of Conduct? Yes/ No • If yes, what percentage of your suppliers have formally certified their compliance with the code?
	Ethics & Anti-Corruption	• Does your company follow an Ethics and/or Anti-Corruption policy? If yes, what percentage of your workforce has formally certified its compliance with the policy?
	Data Privacy	• Does your company follow a Data Privacy policy? Yes/No • Does your company taken steps to comply with general data protection rules/ framework? Yes/No
	Sustainability Reporting	• Does your company publish a sustainability report? Yes/No • Is sustainability data included in your regulatory filings? Yes/No
	Disclosure Practices	• Does your company provide sustainability data in line with any sustainability reporting frameworks? Yes/No • Does your company focus on specific UN Sustainable Development Goals (SDGs)? Yes/No • Does your company set targets and report progress on the UN SDGs? Yes/No
	External Assurance	Are your sustainability disclosures assured or validated by a third party? Yes/No