

Supplier Requirement	Related Questions - Please use the document "Supplier Guide to the S&EMS Questionnaire" for instructions on each question below	Question Response (Yes or No)	If No, Target Date to Meet Requirement or Explanation why N/A	If response is 'Yes', please provide a url or other verifiable evidence as indicated in the "Supplier Guide to S&EMS Questionnaire"
1. Define, deploy, and sustain a corporate responsibility and environmental management system that identifies significant aspects of the supplier's intersections with these matters, including those articulated in the Electronic Industry Citizenship Coalition Code of Conduct (EICC) and/or IBM's Supplier Code of Conduct Principles	Q1a. Does your company currently have a management system(s) addressing supply chain social responsibility, including those elements articulated in the EICC Code of Conduct and/or IBM's Supplier Code of Conduct Principles		If No, Target Date to Meet Requirement	Need url or other verifiable evidence of management system elements addressing your Code of Conduct that meets EICC or IBM Supplier Code of Conduct Principles
	Q1b. Does your company currently have an Environmental management system(s) addressing, at a minimum, the elements described in Supplier Requirements 2 through 8 to the left?		If No, Target Date to Meet Requirement	Need URL or other verifiable evidence of management system elements addressing environmental matters including whether your company has ISO 14001 or other certification and if so, is it applicable for all of your sites?
2. Establish programs (within the management system) to control operations that intersect with these matters and confirm compliance with applicable law, regulation and any particular contractual requirements	Q2. Has your company established a program(s) and procedure(s) within the management system that enable, ensure and confirm compliance with applicable law, regulation and any related contractual requirements?		If No, Target Date to Meet Requirement	Need URL or other verifiable evidence that demonstrates you have a management system, policies, etc in place that enables, ensures and confirms compliance with all applicable laws, regulations, contractual requirements?
3. Measure performance associated with supplier's significant environmental aspects where applicable and include at a minimum each of the following aspects common to virtually all businesses: • energy conservation • scope 1 and scope 2 greenhouse gas emissions • waste management and recycling	Q3a. Does your company currently monitor/measure energy conservation?		If No, Target Date to Meet Requirement	Need URL or other verifiable evidence of monitoring/measuring energy conservation (e.g. is it managed globally, or locally, do all facilities have a program)?
	Q3b. Does your company currently have a waste management and recycling program and measure the amount of waste generated/recycled?		If No, Target Date to Meet Requirement	Need URL or other verifiable evidence of measuring/monitoring waste management and recycling (e.g. is it managed globally, or locally, do all facilities have a program)?
	Q3c. Does your company currently inventory its Scope 1 and Scope 2 greenhouse gas emissions?		If No, Target Date to Meet Requirement or Explanation why N/A	Need URL or other verifiable evidence of your program to inventory Scope 1 & Scope 2 greenhouse gas emissions (e.g. is it managed globally, or locally, do all facilities have a program)?
4. Set voluntary environmental goals to achieve positive results associated with significant aspects where applicable and include at a minimum one in each of the three aspects cited in Supplier Requirement 3 above	Q4a. Does your company currently have established goals for energy conservation?		If No, Target Date to Meet Requirement	Provide an example of a goal currently in place addressing energy conservation:
	Q4b. Does your company currently have established goals for waste management and recycling?		If No, Target Date to Meet Requirement	Provide an example of a goal currently in place addressing waste management and/or recycling:
	Q4c. Does your company currently have established goals to reduce Scope 1 and Scope 2 greenhouse gas emissions?		If No, Target Date to Meet Requirement or Explanation why N/A	Provide an example of a goal currently in place addressing Scope 1 and 2 greenhouse gases:
5. Publicly disclose results associated with these voluntary environmental goals and other environmental aspects from the management system, including any regulatory fines or penalties that may have occurred	Q5a. Does your company currently publicly disclose results or progress against its environmental goals?		If No, Target Date to Meet Requirement	Describe how/where progress toward goals is disclosed, including URL if appropriate.
	Q5b. Does your company currently publicly disclose other environmental aspects of its management system, including any regulatory fines or penalties?		If No, Target Date to Meet Requirement	Describe how/where such information is disclosed, including URL if appropriate.
6. Train employees who are responsible for performing this work	Q6. Does your corporate responsibility and environmental management system include employee training requirements?		If No, Target Date to Meet Requirement	Description of training program elements (e.g. range of required hours/employee, number of courses offered, titles of a sampling of courses, etc):
7. Conduct self-assessments and audits as well as management reviews	Q7a. Are self-assessments/audits regularly conducted to assess performance and verify conformance to management system requirements?		If No, Target Date to Meet Requirement	Description of self-assessment/audit Program:
	Q7b. Are regular management reviews a part of the management system requirements?		If No, Target Date to Meet Requirement	Description of management review process (e.g. Describe who attends, what material is reviewed, and with what frequency are these reviews conducted?):
8. Cascade this set of requirements to the supplier's suppliers who perform work that is material to the products, parts and/or services being supplied to IBM	Q8. Do you cascade these requirements to your suppliers (at least to those suppliers who perform work that is material to the products, parts, and/or services you supply to IBM)?		If No, Target Date to Meet Requirement	Description of process for communicating requirements to lower tier suppliers: