

PRI-COORDINATED ENGAGEMENT ON EMPLOYEE RELATIONS

RESEARCH ON COMPANY DISCLOSURE AND PRACTICES – ABRIDGED VERSION

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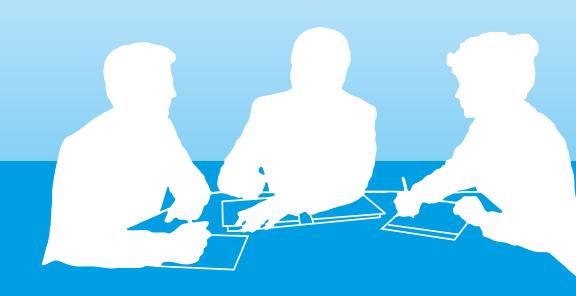
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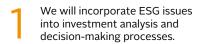
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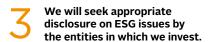
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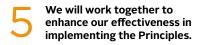
THE SIX PRINCIPLES

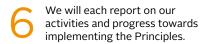


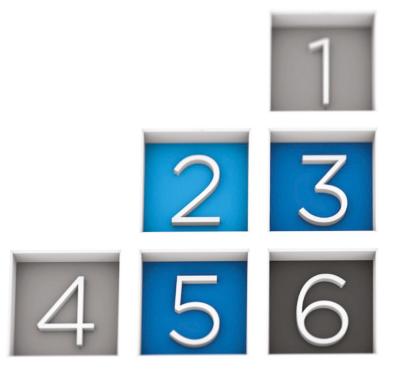












This publication focuses on supporting signatories implement Principles 2, 3 and 5 of the Principles for Responsible Investment (PRI). The Principles for Responsible Investment (PRI) Initiative was launched by the United Nations in 2006 after former UN Secretary-General Kofi Annan brought together a group of the world's largest institutional investors, academics and other advisors to draft a set of sustainable investment principles. At the heart of the six Principles for Responsible Investment is the premise that investors have a duty to act in the best long-term interests of their beneficiaries; this means taking into account environmental, social and governance factors.

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Carnstone is a 20-strong independent management consultancy, specialising in sustainability. It advises clients on the full range of social, environmental and ethical topics – from supplier management to responsible investment, from environmental modelling to corporate governance. Based in London, Carnstone work with international organisations, NGOs and large companies, including around a fifth of the FTSE100 and a similar number of FTSE250 firms in all sectors.







ABOUT THE COLLABORATIVE ENGAGEMENT AND THE RESEARCH

At the end of 2012, the PRI Secretariat formed a Steering Committee (SC) of 11 signatories¹ to initiate a new collaborative engagement on employee relations. The committee's aim was to encourage improved company practices and enhanced company disclosure regarding employee relations within the retail industry.

The Employee Relations Steering Committee took the view that human capital management (HCM) is a topic that needs to be discussed beyond the downside risks related to investors' concerns about social issues. In fact, HCM could be usedto emphasise potential investment opportunities. For this project, the focus is on direct employees, which extends beyond employees with fixed contracts to include the various forms of work relations between retail companies and employees such as those on temporary, seasonal or "zero-hour" contracts, but excludes supply chain labour.

To this effect, the Steering Committee decided to focus on four objectives:

- Identify and assess existing company practice
- Encourage improved company practice
- Encourage enhanced company assessment and reporting
- Heighten board and senior management attention of the issue

This summary note describes the first of the four objectives. It provides information on how the universe of companies was chosen and how specific HCM key performance indicators were selected, and identifies emerging trends from the analysis of results. This research was commissioned by the PRI Secretariat, in collaboration with the Steering Committee, to the UK-based management consultancy Carnstone. Additional financial contributions for the research have been provided by the following Steering Committee members: MN, APG and UNISON.

¹ APG, Bâtirente, F&C, Groupama AM, La Caixa, Middletown Works Hourly and Salaried Union Retirees Health Care Fund, MN, Standard Life Investments, Threadneedle, UFCW and UNISON

THE RESEARCH

THE UNIVERSE

Eighty companies were included in the assessment of HCM practices. These firms were selected from a larger universe of 500 companies using the following criteria:

- High direct employee numbers;
- Large market cap;
- Regional representation;
- Controversies/specific known challenges with employee relations; and
- Mix of leaders and laggards.

More specifically, Carnstone took the combined global top 40 companies by market cap and by employees - a total of 51 companies - and added the 'top five' by market cap in each of the five regions - Africa, Asia Pacific, Europe, North America and South America. Carnstone assigned an additional four 'wildcards' to companies whose employee relations practices have received praise or criticism by external stakeholders.

HUMAN CAPITAL MANAGEMENT KEY PERFORMANCE INDICATORS

To identify the strongest links between specific HCM practices and improved business performance, Carnstone

undertook a detailed review of 30 academic and industry research papers and books (listed in Appendix 1). Within this body of research, it identified a total of 163 HCM issues and practices. Carnstone narrowed these down and chose those indicators that would best measure core aspects of HCM. It did so by systematically assessing:

- The robustness of the research based on the levels of primary and secondary data used to inform the conclusions;
- The strength of the link between the conclusions and the impact on the bottom line presented in each article (defined as affecting profitability, sales or share price); and
- Additional areas of impact on company performance

 either explicit or implicit alluded to in each article, namely employee absence, customer satisfaction, employee commitment, productivity, impact on reputation/brand, and employee turnover.

Each of these indicators - or clusters against overlapping indicators – were assigned a score. Carnstone then assessed which of these was based on the most robust research and demonstrated the greatest impact on the bottom line, in order to produce a list of key performance indicators (KPIs) in HCM. These are presented in the table below:

Table 1 - Human capital management key performance indicators

CLUSTER	AREAS OF IMPACT	INDIVIDUAL KPI
Francisco Turascos	Customer Satisfaction, Productivity &	Annual rate
Employee Turnover	Profitability	Length of service
Employee Absence	Customer Satisfaction, Productivity & Sales	Spot rate
		Total
Training Expenditure	Customer Satisfaction, Productivity & Sales	Trend/Future Spend
		Access
	Customer Satisfaction, Productivity & Profitability	Employee Satisfaction
Employee Satisfaction		Employee Attitude
	, .	Degree of Empowerment
Access to Benefits	Impact on brand/reputation & Productivity	Access to Benefits
	Productivity, Sales & Share Price	Total Expenditure
Expenditure on Employees		Average Pay
		Access to Incentives

CLUSTER	AREAS OF IMPACT	INDIVIDUAL KPI	
Takal Number of Employees	Customer Satisfaction, Profitability,	Number of Employees Overall and in Frontline Roles	
Total Number of Employees	Sales and Share Price	Normalised for square footage of sales area/volume of sales	

THE SCORING PROCESS

To understand how well the 80 companies in the universe manage and report on the critical HCM issues identified above, Carnstone reviewed the public reporting in their Annual Report & Accounts and their CR Reports. For each KPI identified, companies were assigned one score for their disclosure on the matter and a second score for their performance. Companies were able to score a maximum of 15 points for their disclosure and a maximum of 11 points for their performance, up to a total maximum score of 26.

Based on their score, companies were categorised into one of four bands, from the lowest, where there is no evidence that the core HCM KPIs are measured and managed, to the highest, where there is strong evidence that this is happening.

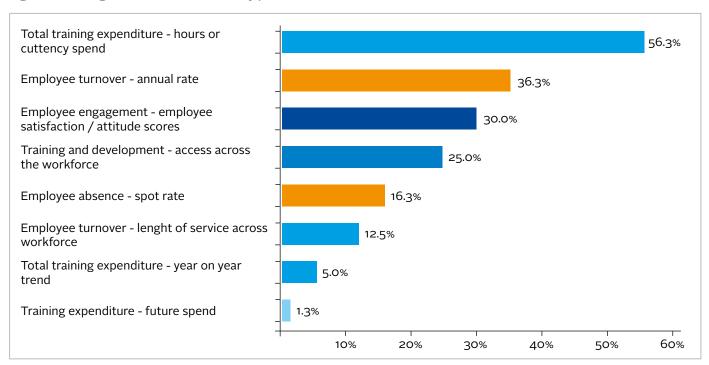
Naturally, only companies that actually reported on a specific KPI were assigned a performance score.

This raises an important caveat: companies may actually manage the critical HCM issues well, but, in this exercise, if they did not report on how they managed the issues, they received no points.

RESULTS AND DISCUSSION

The graph below shows the average level of disclosure for each key performance indicator by the selected 80 companies. The most popular indicator to report against was 'total training expenditure by hours or currency spend' (56.3%), followed by 'employee turnover – annual rate' (36.3%) and 'employee engagement' (30%). At the other end, the least popular indicators were 'training expenditure – future spend' (1.3%) and 'total training expenditure – year on year trend' (5%).

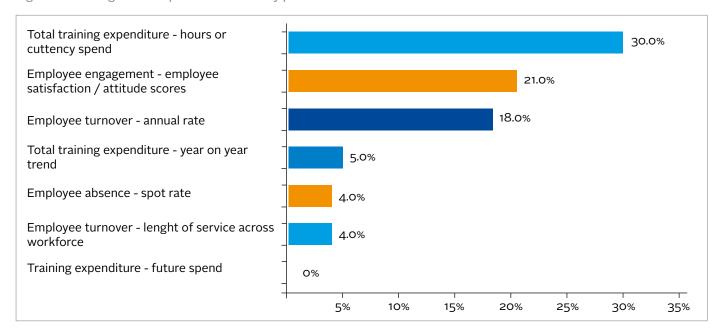
Figure 1 – Average level of disclosure of key performance indicators



In terms of corporate performance, the key performance indicators on which companies performed well were 'total training expenditure – hours or currency spend' (30% of companies record the amount of training for the entire workforce), 'employee engagement' (21% of companies conduct an employee survey on a yearly basis) and 'employee turnover – annual rate' (18% of companies with turnover below 20%). On the other end, companies did not perform well on 'training expenditure – future spend' (none

of the companies provided an indication that future training spend will increase), 'employee turnover – length of service across workforce' (4% of the companies demonstrated that the employee retention rate is above the average for the sector or equal to or above 3 years), 'employee absence – spot rate' (4% of companies had absence rate below 3%) and 'total training expenditure – year on year trend' (5% of companies demonstrating a year-on-year increase in training spend or hours).

Figure 2 – Average level of performance of key performance indicators

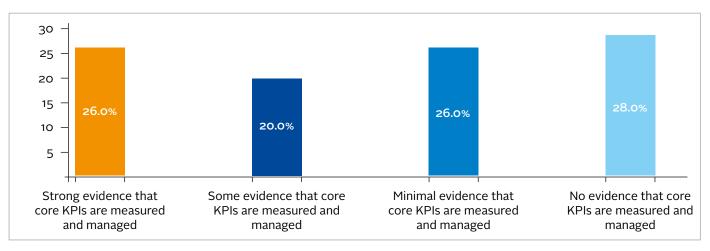


OVERALL DISTRIBUTION BY COMPANY AND SUB-SECTOR

As mentioned above, companies were classified in four bands, according to the level of disclosure and performance

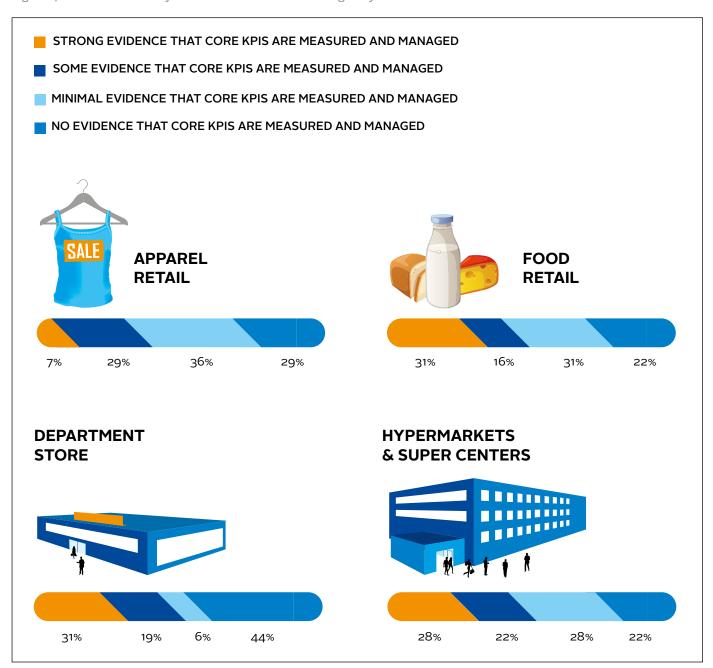
of key KPIs. The analysis demonstrate that 26% of the companies provided strong evidence that indicators are measured and managed, 20% showed some evidence, 26% had minimal evidence and 28% no evidence.

Figure 3 – Evidence that key KPIs are measured and managed



The distribution across the four bands by sub-sector shows that Apparel Retailers clearly stood out as the sub-sector with the lowest proportion of companies in the top category (7%) and department stores had the highest level of companies in the bottom category (44%).

Figure 4 - Evidence that key KPIs are measured and managed by sub-sector



GEOGRAPHICAL BREAKDOWN

The breakdown below shows company scores by country. While the sample size is very small, it indicates that South African and British retailers are best at managing HCM risks and opportunities. By contrast, North American retailers

performed poorly. Even though roughly one quarter of the overall number of companies assessed are American, not one is in the top score band. Canadian retailers demonstrate similarly poor disclosure and performance.

Table 2 - Evidence that companies measure and manage KPIs by region

	STRONG EVIDENCE THAT CORE KPIS ARE MEASURED AND MANAGED		SOME EVIDENCE THAT CORE KPIS ARE MEASURED AND MANAGED		MINIMAL EVIDENCE THAT CORE KPIS ARE MEASURED AND MANAGED		NO EVIDENCE THAT CORE KPIS ARE MEASURED AND MANAGED		GRAND TOTAL OF COMPANIES	
United Kingdom	4	5%	3	4%	-	-	1	1%	8	10%
South Africa	4	5%	1	1%	-	-	-	-	5	6%
Brazil	2	3%	-	-	-	-	-	-	2	3%
France	2	3%	-	-	1	1%	-	-	3	4%
Australia	1	1%	1	1%	-	-	-	-	2	3%
Sweden	1	1%	1	1%	-	-	-	-	2	3%
Colombia	1	1%	-	-	-	-	-	-	1	1%
Finland	1	1%	-	-	-	-	-	-	1	1%
Germany	1	1%	-	-	-	-	-	-	1	1%
Japan	1	1%	1	1%	1	1%	2	3%	5	6%
Belgium	1	1%	-	-	1	1%	-	-	2	3%
South Korea	1	1%	-	-	-	-	1	1%	2	3%
Chile	1	1%	-	-	1	1%	1	1%	3	4%
Spain	-	-	2	3%	1	1%	-	-	3	4%
Portugal	-	-	1	1%	-	-	-	-	1	1%
Mexico	-	-	1	1%	2	3%	2	3%	5	6%
United States	-	-	4	5%	6	8%	9	11%	19	24%
Canada	-	-	1	1%	1	1%	3	4%	5	6%
Hong Kong	-	-	-	-	2	3%	1	1%	3	4%
Taiwan	-	-	-	-	1	1%	-	-	1	1%
Netherlands	-	-	-	-	1	1%	-	-	1	1%
Turkey	-	-	-	-	1	1%	-	-	1	1%
China	-	-	-	-	1	1%	-	-	1	1%
Luxembourg	-	-	-	-	1	1%	-	-	1	1%
Russia	-	-	-	-	-	-	1	1%	1	1%
Thailand	-	-	-	-	-	-	1	1%	1	1%
Grand Total	21	26%	16	20%	21	26%	22	28%	80	100%

ADDITIONAL INDICATORS

The SC also collected data on how the 80 companies reported against a set of six additional indicators. The assessment was made against their disclosure on these, not on their actual performance. The additional indicators were:

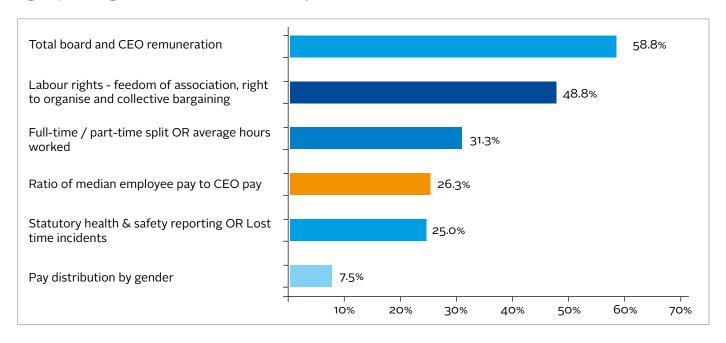
- Total board and CEO remuneration;
- Ratio of median employee pay to CEO pay;
- Pay distribution by gender;
- Labour rights freedom of association, right to organise and collective bargaining;
- Full-time/part-time split OR average hours worked; and
- Statutory health & safety reporting OR Lost time incidents.

Scores against each indicator were assigned as follows:

- o points for no disclosure;
- 1 point for limited disclosure;
- 2 points for full disclosure.

The figure below demonstrates that the most commonly disclosed additional indicators are 'total board and CEO remuneration' (58.8%) and 'labour rights' (48.8%), while the most rarely reported additional indicators include 'pay distribution by gender' (7.5%) and 'statutory health & safety reporting or lost time incidents' (25%) and 'ratio of median employee pay to CEO pay' (26.6%).

Figure 5 – Average level of disclosure of additional performance indicators



As expected, the top-scoring companies – with few exceptions – were those which performed best in the benchmarking against core KPIs.

APPENDIX 1 - COMPANY UNIVERSE

Please see below the list of 80 companies included in the research.

STOCK	COUNTRY	SUB INDUSTRY
AEON CO LTD	Japan	Hypermarkets & Super Centers
AHOLD NV	Netherlands	Food Retail
ALIMEN COUCHE-B	Canada	Food Retail
ALMACENES EXITO	Colombia	Hypermarkets & Super Centers
ASDA STORES LIMITED	United Kingdom	Food Retail
BELLE INTERNATIONAL HOLDINGS L	Hong Kong	Apparel Retail
BIM BIRLESIK MAG	Turkey	Food Retail
CARREFOUR SA	France	Hypermarkets & Super Centers
CASINO GUICHARD	France	Food Retail
CENCOSUD SA	Chile	Hypermarkets & Super Centers
CHINA RESOURCES ENTERPRISE LTD	Hong Kong	Food Retail
COLRUYT SA	Belgium	Food Retail
CONTROLA COM-UBC	Mexico	Hypermarkets & Super Centers
COSTCO WHOLESALE	United States	Hypermarkets & Super Centers
CP ALL PCL	Thailand	Food Retail
DAIRY FARM-900	Hong Kong	Food Retail
DELHAIZE GROUP	Belgium	Food Retail
DILLARDS INC-A	United States	Department Stores
DISTRIBUIDORA IN	Spain	Hypermarkets & Super Centers
DSW INC	United States	Apparel Retail
EL PUERTO LIVE-1	Mexico	Department Stores
E-MART CO LTD	South Korea	Hypermarkets & Super Centers
EMPIRE CO LTD A	Canada	Food Retail
FALABELLA	Chile	Department Stores
FAST RETAILING	Japan	Apparel Retail
FOOT LOCKER INC	United States	Apparel Retail
GAP INC/THE	United States	Apparel Retail
GRUPO SANBORNS S	Mexico	Department Stores
HENNES & MAURI-B	Sweden	Apparel Retail
ICA GRUPPEN AB	Sweden	Food Retail
INDITEX	Spain	Apparel Retail
ISETAN MITSUKOSHI HOLDINGS LTD	Japan	Department Stores
J.C. PENNEY CO	United States	Department Stores
JERONIMO MARTINS	Portugal	Food Retail
JOHN LEWIS PARTNERSHIP	United Kingdom	Department Stores
KESKO OYJ	Finland	Food Retail
KOHLS CORP	United States	Department Stores
KROGER CO	United States	Food Retail

STOCK	COUNTRY	SUB INDUSTRY
L BRANDS INC	United States	Apparel Retail
LAWSON INC	Japan	Food Retail
LOBLAW COS LTD	Canada	Food Retail
LOJAS RENNER SA	Brazil	Department Stores
LOTTE SHOPPING	South Korea	Department Stores
MACY'S INC	United States	Department Stores
MAGNIT	Russia	Food Retail
MARKS & SPENCER	United Kingdom	Department Stores
MASSMART HLDGS	South Africa	Hypermarkets & Super Centers
MERCADONA SA	Spain	Food Retail
METRO AG	Germany	Hypermarkets & Super Centers
METRO INC	Canada	Food Retail
MR PRICE GROUP	South Africa	Apparel Retail
NEXT PLC	United Kingdom	Department Stores
NORDSTROM INC	United States	Department Stores
O'KEY GROUP- GDR	Luxembourg	Hypermarkets & Super Centers
PAO ACUCA-PREF	Brazil	Hypermarkets & Super Centers
PRESIDENT CHAIN	Taiwan	Food Retail
PUBLIX SUPER MKT	United States	Food Retail
RALLYE SA	France	Food Retail
ROSS STORES INC	United States	Apparel Retail
SAFEWAY INC	United States	Food Retail
SAINSBURY PLC	United Kingdom	Food Retail
SEARS HOLDINGS	United States	Department Stores
SEVEN & I HOLDIN	Japan	Food Retail
SHOPRITE HLDGS	South Africa	Food Retail
SORIANA-B	Mexico	Hypermarkets & Super Centers
SPORTS DIRECT INTERNATIONAL PLC	United Kingdom	Apparel Retail
SUN ART RETAIL	China	Hypermarkets & Super Centers
TESCO PLC	United Kingdom	Food Retail
TJX COS INC	United States	Apparel Retail
TRUWORTHS INTL	South Africa	Apparel Retail
URBAN OUTFITTER	United States	Apparel Retail
WALMART CHILE SA	Chile	Hypermarkets & Super Centers
WALMART DE MEX-V	Mexico	Hypermarkets & Super Centers
WAL-MART STORES	United States	Hypermarkets & Super Centers
WESFARMERS LTD	Australia	Hypermarkets & Super Centers
WESTON (GEORGE)	Canada	Food Retail
WHOLE FOODS MKT	United States	Food Retail
WM MORRISON SUP	United Kingdom	Food Retail
WOOLWORTHS HLDGS	South Africa	Department Stores
WOOLWORTHS LTD	Australia	Food Retail

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United Nations Environment Programme Finance Initiative (UNEP FI)

UNEP FI is a unique partnership between the United Nations Environment Programme (UNEP) and the global financial sector. UNEP FI works closely with over 200 financial institutions that are signatories to the UNEP FI Statement on Sustainable Development, and a range of partner organisations, to develop and promote linkages between sustainability and financial performance. Through peer-to-peer networks, research and training, UNEP FI carries out its mission to identify, promote, and realise the adoption of best environmental and sustainability practice at all levels of financial institution operations.

More information: www.unepfi.org



UN Global Compact

Launched in 2000, the United Nations Global Compact is a both a policy platform and a practical framework for companies that are committed to sustainability and responsible business practices. As a multi-stakeholder leadership initiative, it seeks to align business operations and strategies with 10 universally accepted principles in the areas of human rights, labour, environment and anti-corruption, and to catalyse actions in support of broader UN goals. With 7,000 corporate signatories in 135 countries, it is the world's largest voluntary corporate sustainability initiative.

