

Application Level

STANDARD DISCLOSURES PART I: Profile Disclosures

1. Strategy and Analysis

Profile Disclosure	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for omission	Explanation
1.1	Statement from the most senior decision-maker of the organization.	Fully	Expression from Leadership				
1.2	Description of key impacts, risks, and opportunities.	Fully	Expression from Leadership				

2. Organizational Profile

Profile Disclosure	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for omission	Explanation
2.1	Name of the organization.	Fully		BrownFlynn, Ltd.			
2.2	Primary brands, products, and/or services.	Fully	Canvas (Who We Are), Artistry (BrownFlynn Services)				
2.3	Operational structure of the organization, including main divisions, operating companies, subsidiaries, and joint ventures.	Fully	Canvas (Who We Are)				
2.4	Location of organization's headquarters.	Fully	Canvas (Who We Are)				
2.5	Number of countries where the organization operates, and names of countries with either major operations or that are specifically relevant to the sustainability issues covered in the report.	Fully		BrownFlynn is headquartered in Highland Heights, Ohio, however we serve clients globally. BrownFlynn is a certified training partner of the GRI in the United States.			
2.6	Nature of ownership and legal form.	Fully	Canvas (Who We Are)				
2.7	Markets served (including geographic breakdown, sectors served, and types of customers/beneficiaries).	Not		BrownFlynn is a certified training partner of the GRI in the United States.		Proprietary information	We have no geographic limitations and our target sectors and types of customers are proprietary.
2.8	Scale of the reporting organization.	Fully	Canvas (Who We Are)				
2.9	Significant changes during the reporting period regarding size, structure, or ownership.	Fully		No significant changes to report.			
2.10	Awards received in the reporting period.	Fully	Canvas (Who We Are)				

STANDARD DISCLOSURES PART I: Profile Disclosures

3. Report Parameters

Profile Disclosure	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for omission	Explanation
3.1	Reporting period (e.g., fiscal/calendar year) for information provided.	Fully	Creating the Portrait (Report Parameters)				
3.2	Date of most recent previous report (if any).	Fully		The last report was published December 2009 covering our fiscal year from July 1, 2008 to June 30, 2009.			
3.3	Reporting cycle (annual, biennial, etc.)	Fully	Creating the Portrait (Report Parameters)				
3.4	Contact point for questions regarding the report or its contents.	Fully	Creating the Portrait (Report Parameters)				
3.5	Process for defining report content.	Fully	Creating the Portrait (Stakeholder Engagement & Materiality)	There were no material changes to BrownFlynn or the market which necessitated re-engaging external stakeholders.			
3.6	Boundary of the report (e.g., countries, divisions, subsidiaries, leased facilities, joint ventures, suppliers). See GRI Boundary Protocol for further guidance.	Fully	Creating the Portrait (Report Parameters)				
3.7	State any specific limitations on the scope or boundary of the report. See Completeness Principle for explanation of scope.	Fully	Creating the Portrait (Report Parameters)				
3.8	Basis for reporting on joint ventures, subsidiaries, leased facilities, outsourced operations, and other entities that can significantly affect comparability from period to period and/or between organizations.	Fully		This is not applicable to BrownFlynn during this reporting period.			
3.9	Data measurement techniques and the bases of calculations, including assumptions and techniques underlying estimations applied to the compilation of the Indicators and other information in the report. Explain any decisions not to apply, or to substantially diverge from, the GRI Indicator Protocols.	Fully		Any variations in measurement or calculation will be reported in conjunction with the data in the relevant sections.			
3.10	Explanation of the effect of any re-statements of information provided in earlier reports, and the reasons for such re-statement (e.g. mergers/acquisitions, change of base years/periods, nature of business, measurement methods).	Fully		No restatements in this report or reporting period.			
3.11	Significant changes from previous reporting periods in the scope, boundary, or measurement methods applied in the report.	Fully		No significant changes to report.			
3.12	Table identifying the location of the Standard Disclosures in the report.	Fully	Easels (GRI Index)	You are here. Welcome!			
3.13	Policy and current practice with regard to seeking external assurance for the report.	Fully		We are not seeking assurance at this time.			

STANDARD DISCLOSURES PART I: Profile Disclosures

4. Governance, Commitments, and Engagement

Profile Disclosure	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for omission	Explanation
4.1	Governance structure of the organization, including committees under the highest governance body responsible for specific tasks, such as setting strategy or organizational oversight.	Fully	Canvas (Who We Are)				
4.2	Indicate whether the Chair of the highest governance body is also an executive officer.	Fully	Canvas (Who We Are)				
4.3	For organizations that have a unitary board structure, state the number of members of the highest governance body that are independent and/or non-executive members.	Fully		BrownFlynn is a privately-held partnership.			
4.4	Mechanisms for shareholders and employees to provide recommendations or direction to the highest governance body.	Fully		Employees at BrownFlynn enjoy an open door policy with senior management and the Firm principals. BrownFlynn does not have shareholders. The Firm is organized as a partnership.			
4.5	Linkage between compensation for members of the highest governance body, senior managers, and executives (including departure arrangements), and the organization's performance (including social and environmental performance).	Fully		BrownFlynn is a privately-held partnership.			
4.6	Processes in place for the highest governance body to ensure conflicts of interest are avoided.	Fully		BrownFlynn is a privately-held partnership.			
4.7	Process for determining the qualifications and expertise of the members of the highest governance body for guiding the organization's strategy on economic, environmental, and social topics.	Fully		BrownFlynn is a privately-held partnership.			
4.8	Internally developed statements of mission or values, codes of conduct, and principles relevant to economic, environmental, and social performance and the status of their implementation.	Fully	Canvas (Who We Are) , Masterpiece (Our Sustainability Strategy)				
4.9	Procedures of the highest governance body for overseeing the organization's identification and management of economic, environmental, and social performance, including relevant risks and opportunities, and adherence or compliance with internationally agreed standards, codes of conduct, and principles.	Fully		BrownFlynn is a privately-held partnership.			
4.10	Processes for evaluating the highest governance body's own performance, particularly with respect to economic, environmental, and social performance.	Fully		BrownFlynn is a privately-held partnership.			

STANDARD DISCLOSURES PART I: Profile Disclosures

4. Governance, Commitments, and Engagement

Profile Disclosure	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for omission	Explanation
4.11	Explanation of whether and how the precautionary approach or principle is addressed by the organization.	Fully		The activities and services of BrownFlynn do not lead to instances of "grave harm"; however, we consider the safety of our employees and clients in everything we do.			
4.12	Externally developed economic, environmental, and social charters, principles, or other initiatives to which the organization subscribes or endorses.	Fully	Canvas (Who We Are)				
4.13	Memberships in associations (such as industry associations) and/or national/international advocacy organizations in which the organization: * Has positions in governance bodies; * Participates in projects or committees; * Provides substantive funding beyond routine membership dues; or * Views membership as strategic.	Partially	Canvas (Who We Are)			Proprietary information	We have additional memberships; however, we consider all unstated information to be proprietary.
4.14	List of stakeholder groups engaged by the organization.	Fully	Creating the Portrait (Stakeholder Engagement & Materiality)	There were no material changes to BrownFlynn or the market which necessitated re-engaging external stakeholders.			
4.15	Basis for identification and selection of stakeholders with whom to engage.	Fully	Creating the Portrait (Stakeholder Engagement & Materiality)	There were no material changes to BrownFlynn or the market which necessitated re-engaging external stakeholders.			
4.16	Approaches to stakeholder engagement, including frequency of engagement by type and by stakeholder group.	Fully	Creating the Portrait (Stakeholder Engagement & Materiality)				
4.17	Key topics and concerns that have been raised through stakeholder engagement and how the organization has responded to those key topics and concerns, including through its reporting.	Fully	Gallery (2010/2011 Sustainability Goals)	Key topics which were raised through stakeholder engagement were: community engagement, employee health and wellness, energy consumption, sustainability risks in our supply chain, product and service innovation, and profitability.			

STANDARD DISCLOSURES PART II: Disclosures on Management Approach (DMAs)

G3 DMA	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for omission	Explanation	To be reported in
Disclosure on Management Approach EC								
Aspects	Economic performance	Fully	Canvas (Who We Are)					
	Market presence	Fully	Canvas (Who We Are)					
	Indirect economic impacts	Not			All	Not available	We have not yet quantified our indirect economic impacts, nor have we identified a management approach to this issue.	
Disclosure on Management Approach EN								
Aspects	Materials	Fully	Masterpiece (Environmental Stewardship)					
	Energy	Fully	Masterpiece (Environmental Stewardship)					
	Water	Fully	Masterpiece (Environmental Stewardship)					
	Biodiversity	Not			All	Not material	We are concerned about biodiversity, however it is unclear how our operations contribute to or inhibit biodiversity. We do not have a management approach for this aspect, however should this become a material issue, we will follow the same collaborative process to develop an appropriate approach.	
	Emissions, effluents and waste	Fully	Masterpiece (Environmental Stewardship)					
	Products and services	Fully	Masterpiece (Environmental Stewardship)					
	Compliance	Fully	Masterpiece (Environmental Stewardship)					
	Transport	Fully	Masterpiece (Environmental Stewardship)					
	Overall	Fully	Masterpiece (Environmental Stewardship)					

STANDARD DISCLOSURES PART II: Disclosures on Management Approach (DMAs)

G3 DMA	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for omission	Explanation	To be reported in
Disclosure on Management Approach LA								
Aspects	Employment	Fully		We comply with all labor laws which apply to BrownFlynn.				
	Labor/management relations	Fully		We comply with all labor laws which apply to BrownFlynn.				
	Occupational health and safety	Fully	Masterpiece (Employee Health and Wellness)					
	Training and education	Fully	Masterpiece (Employee Engagement)					
	Diversity and equal opportunity	Fully		We comply with all labor laws which apply to BrownFlynn.				
Disclosure on Management Approach HR								
Aspects	Investment and procurement practices	Fully	Masterpiece (Environmental Stewardship) - Sustainable Purchasing Policy					
	Non-discrimination	Fully		We comply with all labor laws which apply to BrownFlynn.				
	Freedom of association and collective bargaining	Fully		We comply with all labor laws which apply to BrownFlynn.				
	Child labor	Fully		We comply with all labor laws which apply to BrownFlynn.				
	Forced and compulsory labor	Fully		We comply with all labor laws which apply to BrownFlynn.				
	Security practices	Fully		We comply with all labor laws which apply to BrownFlynn.				
	Indigenous rights	Fully		We comply with all labor laws which apply to BrownFlynn.				
Disclosure on Management Approach SO								
Aspects	Community	Fully	Masterpiece (Community Engagement)					
	Corruption	Fully		We comply with all commerce laws which apply to BrownFlynn.				
	Public policy	Not			All	Proprietary information	BrownFlynn is a privately-held partnership and chooses not to disclose this information.	
	Anti-competitive behavior	Fully		We comply with all commerce laws which apply to BrownFlynn.				
	Compliance	Fully		We comply with all commerce laws which apply to BrownFlynn.				

STANDARD DISCLOSURES PART II: Disclosures on Management Approach (DMAs)

G3 DMA	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for omission	Explanation	To be reported in
Disclosure on Management Approach PR								
Aspects	Customer health and safety	Not			All	Not material	As consultants, our services have no health or safety consequences.	
	Product and service labeling	Fully		We follow all applicable laws and regulations relative to marketing and communications, including service labeling.				
	Marketing communications	Fully		We follow all applicable laws and regulations relative to marketing and communications.				
	Customer privacy	Fully		BrownFlynn as a practice signs confidentiality and non-disclosure agreements with all clients, and we ensure this confidentiality by establishing firewalls between engagement teams where there may be conflicts of client interest.				
	Compliance	Fully		We comply with all commerce laws which apply to BrownFlynn.				

STANDARD DISCLOSURES PART III: Performance Indicators

Economic

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
Economic performance								
EC1	Direct economic value generated and distributed, including revenues, operating costs, employee compensation, donations and other community investments, retained earnings, and payments to capital providers and governments.	Partially	Creating the Portrait (Stakeholder Engagement & Materiality); Masterpiece (Community Engagement)	As a private company, we choose not to report financial performance data externally but are transparent with our employees about the financial performance of the company.		Proprietary information	As a private company, we choose not to report financial performance data externally; however, we are transparent with our employees about the financial performance of the company.	
EC2	Financial implications and other risks and opportunities for the organization's activities due to climate change.	Fully		While we understand climate change poses significant environmental risks for all businesses, we see opportunities to counsel clients in designing sustainability strategies that will enable them to more effectively anticipate and respond to issues related to climate change. We engage companies on holistic sustainability and do not have the capability to segment revenues by the underlying risks and opportunities, such as climate change.				
EC3	Coverage of the organization's defined benefit plan obligations.	Partially	Masterpiece (Employee Engagement)			Proprietary information	While we choose not to report this information externally, employees receive frequent updates about benefits including health care, profit-sharing and retirement plans.	
EC4	Significant financial assistance received from government.	Fully		BrownFlynn has received no significant financial assistance in this reporting period.				

STANDARD DISCLOSURES PART III: Performance Indicators

Economic

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
EC5	Range of ratios of standard entry level wage compared to local minimum wage at significant locations of operation.	Not				Proprietary information	As a small, private company, we choose not to report this data at this time.	
EC6	Policy, practices, and proportion of spending on locally based suppliers at significant locations of operation.	Partially	Masterpiece (Environmental Stewardship)	Sustainable Purchasing Policy	Proportion of spending	Not available	We have not yet begun tracking the proportion of our spending on locally based suppliers. We will report the proportion in our 2010/2011 report.	2010/2011 Sustainability Report
EC7	Procedures for local hiring and proportion of senior management hired from the local community at significant locations of operation.	Fully		BrownFlynn is a boutique firm operating in a niche field from a single office. We do not have a formal procedure for hiring locally, however 100% of our senior management team has been hired locally.				

Indirect economic impacts

EC8	Development and impact of infrastructure investments and services provided primarily for public benefit through commercial, in-kind, or pro bono engagement.	Fully		No infrastructure investments made during reporting period.				
EC9	Understanding and describing significant indirect economic impacts, including the extent of impacts.	Partially		We intend to more fully explore and describe our indirect economic impacts in future sustainability reports.		Not available	There is a separation between the provision of services and indirect economic benefits accrued making collection, at this time, an excessive expense.	

Environmental

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
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Materials

EN1	Materials used by weight or volume.	Not			All	Not material	As a service firm, we have few material inputs and do not track the weight or volume of materials used.	
EN2	Percentage of materials used that are recycled input materials.	Fully	Masterpiece (Environmental Stewardship)	Sustainable Purchasing Policy				

STANDARD DISCLOSURES PART III: Performance Indicators

Environmental

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
Energy								
EN3	Direct energy consumption by primary energy source.	Fully		<p>BrownFlynn uses natural gas to heat our office.</p> <p>July 2007 - June 2008: 222.5 MCF, or 253.8 GJ July 2008 - June 2009: 222.5 MCF, or 253.8 GJ July 2009 - June 2010: 231.8 MCF, or 264.4 GJ</p> <p>Data obtained from previous energy bills.</p>				
EN4	Indirect energy consumption by primary source.	Fully	Masterpiece (Environmental Stewardship)	<p>BrownFlynn uses electricity for normal office applications.</p> <p>July 2007 - June 2008: 28,860 kWh July 2008 - June 2009: 26,677 kWh July 2009 - June 2010: 22,565 kWh</p> <p>Data obtained from previous energy bills.</p> <p>Electricity is purchased from FirstEnergy, which has the following generation profile: 35% Coal, SO2 controlled 29% Nuclear (emissions free) 19% Coal 9% Combustion Turbine (Natural Gas/Oil) 8% Renewable (Hydroelectric/Wind Turbine/Solar) (emissions free)</p>				
EN5	Energy saved due to conservation and efficiency improvements.	Fully	Masterpiece (Environmental Stewardship)					
EN6	Initiatives to provide energy-efficient or renewable energy based products and services, and reductions in energy requirements as a result of these initiatives.	Not				Not applicable	There is not a direct correlation between the energy we consume and the services we provide.	
EN7	Initiatives to reduce indirect energy consumption and reductions achieved.	Fully	Masterpiece (Environmental Stewardship)					
Water								
EN8	Total water withdrawal by source.	Partially	Masterpiece (Environmental Stewardship)	<p>BrownFlynn uses water for normal office applications. We have no products or services which directly consume water.</p> <p>July 2007 - June 2008: 2600 cubic feet July 2008 - June 2009: 3300 cubic feet July 2009 - June 2010: data not available</p> <p>Data obtained from previous energy bills.</p>	Data for the current reporting period.	Not available	During the reporting period, we have had a malfunction in the water meter, preventing accurate data collection. We will report on this period in the 2010/2011 report, contingent on the repair of the water meter and the correct accounting of water usage for the period.	2010/2011 Sustainability Report
EN9	Water sources significantly affected by withdrawal of water.	Not				Not applicable	No water sources are significantly impacted by our water withdrawal.	

STANDARD DISCLOSURES PART III: Performance Indicators

Environmental

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
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Water

EN10	Percentage and total volume of water recycled and reused.	Not				Not applicable	None of our water is used for external landscaping or embedded in our products or services. All water is returned to the Cleveland sewer system and ultimately Lake Erie, save for drinking water consumed.	
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Biodiversity

EN11	Location and size of land owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas.	Fully		Our office is located in Highland Heights, Ohio, a suburb of Cleveland, Ohio and is neither in nor adjacent to protected areas or areas of uniquely high biodiversity.				
EN12	Description of significant impacts of activities, products, and services on biodiversity in protected areas and areas of high biodiversity value outside protected areas.	Fully		Our services have no significant impacts on biodiversity.				
EN13	Habitats protected or restored.	Not				Not applicable	Our services have no significant impacts on biodiversity.	
EN14	Strategies, current actions, and future plans for managing impacts on biodiversity.	Not				Not applicable	Our services have no significant impacts on biodiversity.	
EN15	Number of IUCN Red List species and national conservation list species with habitats in areas affected by operations, by level of extinction risk.	Not				Not applicable	Our services have no significant impacts on biodiversity.	

STANDARD DISCLOSURES PART III: Performance Indicators

Environmental

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
EN16	Total direct and indirect greenhouse gas emissions by weight.	Fully		<p>We have data concerning quantities of natural gas consumption and electricity consumption, however we do not know the true emissions from our heating/cooling system and the disaggregated fuel sources of our electricity.</p> <p>BrownFlynn uses natural gas to heat our office. Pounds of CO2 emitted are derived using formulas provided by University of California - Irvine. July 2007 - June 2008: 222.5 MCF = 26,813 lbs CO2 July 2008 - June 2009: 222.5 MCF = 26,813 lbs CO2 July 2009 - June 2010: 231.8 MCF = 27,934 lbs CO2</p> <p>Data obtained from previous energy bills. UC-I: http://www.physics.uci.edu/~silverma/units.html.</p> <p>BrownFlynn uses electricity for normal office applications. The EPA estimates that our electricity provider emits 1538 lbs CO2/MWh. July 2007 - June 2008: 28,860 kWh = 44,386 lbs CO2 July 2008 - June 2009: 26,677 kWh = 41,029 lbs CO2 July 2009 - June 2010: 22,565 kWh = 34,705 lbs CO2</p> <p>Data obtained from previous energy bills. EPA site: http://oaspub.epa.gov/powpro/ept_pack.charts.</p> <p>Total calculated emissions: July 2007 - June 2008: 71,199 lbs CO2 July 2008 - June 2009: 67,842 lbs CO2 July 2009 - June 2010: 62,639 lbs CO2</p>				
EN17	Other relevant indirect greenhouse gas emissions by weight.	Partially		Other sources of indirect emission include frequent auto and air travel; however, we do not fully track the data to report on these sources of emissions.		Not available	Not all emissions information is available, such as emissions from air fare. As this information becomes available, we would expect to report our indirect emissions more fully.	2011/2012 Sustainability Report
EN18	Initiatives to reduce greenhouse gas emissions and reductions achieved.	Fully	Masterpiece (Environmental Stewardship)	While we do not currently have an greenhouse gas emissions reduction plan, our efforts to reduce energy consumption in our office building and to substitute technology for travel will decrease our direct and indirect emissions greenhouse gas emissions.				
EN19	Emissions of ozone-depleting substances by weight.	Fully		We have no direct emissions of such substances.				
EN20	NOx, SOx, and other significant air emissions by type and weight.	Fully		We have no direct emissions of such substances.				
EN21	Total water discharge by quality and destination.	Fully		Our water discharge is to the Cleveland area sewer system. After public processing, we ultimately return 100% of the water we draw to the Lake Erie watershed.				

STANDARD DISCLOSURES PART III: Performance Indicators

Environmental

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
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Emissions, effluents and waste

EN22	Total weight of waste by type and disposal method.	Partially	Masterpiece (Environmental Stewardship)	While we do not yet have the systems to measure total weight of waste, we understand the relative proportions of waste we create by type and disposal method. Data included in this report.		Not available	Our waste is not measured by weight or type by our trash hauler, nor are we certain of the final destination of our trash or sorted recycling. We are committed to reporting all available data.	2011/2012 Sustainability Report
EN23	Total number and volume of significant spills.	Fully		We do not handle, process or ship spillable materials.				
EN24	Weight of transported, imported, exported, or treated waste deemed hazardous under the terms of the Basel Convention Annex I, II, III, Not and VIII, and percentage of transported waste shipped internationally.					Not applicable	We do not handle, process, or ship hazardous materials.	
EN25	Identity, size, protected status, and biodiversity value of water bodies and related habitats significantly affected by the reporting organization's discharges of water and runoff.					Not applicable	Our sewage discharges are processed by the Northeast Ohio Regional Sewer District and returned, ultimately, to Lake Erie.	

Products and services

EN26	Initiatives to mitigate environmental impacts of products and services, and extent of impact mitigation.	Fully	Masterpiece (Environmental Stewardship)	We have a policy of, when possible, engaging our clients and partners remotely through telephone and web applications. This reduces our travel impacts, but since we do not have data on the impact of our travel, we do not know the extent of impact mitigation due to this policy.				
EN27	Percentage of products sold and their packaging materials that are reclaimed by category.	Fully		Our "products" are services and cannot be packaged or recycled.				

Compliance

EN28	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with environmental laws and regulations.	Fully		No fines or non-monetary sanctions to report.				
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STANDARD DISCLOSURES PART III: Performance Indicators

Environmental

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
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Transport

EN29	Significant environmental impacts of transporting products and other goods and materials used for the organization's operations and transporting members of the workforce.	Partially	Masterpiece (Environmental Stewardship)	Not currently tracked, but we plan to calculate carbon emissions associated with employee commuting and business travel in future reports.	Data for the current reporting period.	Not available	We have a policy of eliminating travel when possible, but we do not currently have the ability to collect adequate data concerning travel-related emissions.	2011/2012 Sustainability Report
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Overall

EN30	Total environmental protection expenditures and investments by type.	Not				Not applicable		
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Social: Labor Practices and Decent Work

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
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Employment

LA1	Total workforce by employment type, employment contract, and region.	Fully	Canvas (Who We Are)	We have two principals and eight employees, all full-time status and located at our office in Highland Heights, Ohio.				
LA2	Total number and rate of employee turnover by age group, gender, and region.	Not				Proprietary information	The size of our firm may result in the ability to identify specific individuals through this data reporting. At this time, we choose to protect the confidentiality of our employees.	
LA3	Benefits provided to full-time employees that are not provided to temporary or part-time employees, by major operations.	Not				Proprietary information	The size of our firm may result in the ability to identify specific individuals through this data reporting. At this time, we choose to protect the confidentiality of our employees.	

Labor/management relations

LA4	Percentage of employees covered by collective bargaining agreements.	Fully		No employees are covered by a collective bargaining agreement.				
LA5	Minimum notice period(s) regarding significant operational changes, including whether it is specified in collective agreements.	Fully		We do not have a policy or regulatory requirement to provide a minimum notice and no employees are covered by a collective bargaining agreement.				

Social: Labor Practices and Decent Work

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
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Occupational health and safety

LA6	Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs.	Fully	Masterpiece (Employee Health & Wellness)					
LA7	Rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities by region.	Partially		We have had no workplace injuries, fatalities or lost-time accidents in the reporting period.		Proprietary information	Due to our small size, we choose not to report additional data.	
LA8	Education, training, counseling, prevention, and risk-control programs in place to assist workforce members, their families, or community members regarding serious diseases.	Fully		We have no such education, training, counseling, prevention, or risk-control programs in place.				
LA9	Health and safety topics covered in formal agreements with trade unions.	Fully		No employees are covered by a collective bargaining agreement.				

Training and education

LA10	Average hours of training per year per employee by employee category.	Fully	Masterpiece (Employee Orientation & Engagement)	While it is the policy at BrownFlynn to support and encourage additional training and education, this training is primarily external and self-directed. We do not collect data on training.				
LA11	Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings.	Fully	Masterpiece (Employee Orientation & Engagement)					
LA12	Percentage of employees receiving regular performance and career development reviews.	Fully	Masterpiece (Business Innovation)					

Diversity and equal opportunity

LA13	Composition of governance bodies and breakdown of employees per category according to gender, age group, minority group membership, and other indicators of diversity.	Not				Proprietary information	Due to the small size of our organization, we choose not to disclose details about the composition of governance bodies and employee population.	
LA14	Ratio of basic salary of men to women by employee category.	Not				Proprietary information	Due to the small size of our organization, we choose not to disclose details about the composition of governance bodies and employee population.	

Social: Human Rights

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
Diversity and equal opportunity								
HR1	Percentage and total number of significant investment agreements that include human rights clauses or that have undergone human rights screening.	Fully		BrownFlynn has no significant investment agreements for the reporting period.				
HR2	Percentage of significant suppliers and contractors that have undergone screening on human rights and actions taken.	Fully	Masterpiece (Sustainable Purchasing Policy)	We have created a Sustainable Purchasing Policy which includes evaluating suppliers on multiple sustainability issues. Our significant suppliers and contractors are comprised of small, local service firms and large national retailers. Should we learn of human rights violations within our supply chain, we will take action, however we do not have plans to screen all of our suppliers and contractors.				
HR3	Total hours of employee training on policies and procedures concerning aspects of human rights that are relevant to operations, including the percentage of employees trained.	Fully		Our operations consist of providing consulting services, which do not have human rights impacts.				
Non-discrimination								
HR4	Total number of incidents of discrimination and actions taken.	Fully		No incidents to report.				
Freedom of association and collective bargaining								
HR5	Operations identified in which the right to exercise freedom of association and collective bargaining may be at significant risk, and actions taken to support these rights.	Fully		We follow all applicable laws and regulations relative to freedom of association and collective bargaining.				
Child labor								
HR6	Operations identified as having significant risk for incidents of child labor, and measures taken to contribute to the elimination of child labor.	Fully		We follow all applicable laws and regulations relative to child labor.				
Forced and compulsory labor								
HR7	Operations identified as having significant risk for incidents of forced or compulsory labor, and measures to contribute to the elimination of forced or compulsory labor.	Fully		We follow all applicable laws and regulations relative to forced or compulsory labor.				
Security practices								
HR8	Percentage of security personnel trained in the organization's policies or procedures concerning aspects of human rights that are relevant to operations.	Fully		We do not employ security personnel.				

Social: Human Rights

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
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Indigenous rights

HR9	Total number of incidents of violations involving rights of indigenous people and actions taken.	Fully		No incidents to report.				
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Social: Society

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
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Community

SO1	Nature, scope, and effectiveness of any programs and practices that assess and manage the impacts of operations on communities, including entering, operating, and exiting.	Not				Not material	BrownFlynn carefully considers its impact on the community. We have had no changes and no plans to change our location and have minimal impact.	
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Corruption

SO2	Percentage and total number of business units analyzed for risks related to corruption.	Fully		BrownFlynn has no unique corruption risks and does not engage in corruption risk screening or analysis.				
SO3	Percentage of employees trained in organization's anti-corruption policies and procedures.	Fully		Every employee receives a copy of the Employee Handbook, which outlines expectations with regard to ethical behavior.				
SO4	Actions taken in response to incidents of corruption.	Fully		No incidents to report.				

Public policy

SO5	Public policy positions and participation in public policy development and lobbying.	Not				Proprietary information	BrownFlynn is a privately-held partnership and chooses not to disclose this information.	
SO6	Total value of financial and in-kind contributions to political parties, politicians, and related institutions by country.	Not				Proprietary information	BrownFlynn is a privately-held partnership and chooses not to disclose this information.	

Anti-competitive behavior

SO7	Total number of legal actions for anti-competitive behavior, anti-trust, and monopoly practices and their outcomes.	Fully		No incidents to report.				
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Compliance

SO8	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with laws and regulations.	Fully		No fines or non-monetary sanctions to report.				
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Social: Product Responsibility

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
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Customer health and safety

PR1	Life cycle stages in which health and safety impacts of products and services are assessed for improvement, and percentage of significant products and services categories subject to such procedures.	Fully		Our consulting and training services do not have direct or unique health and safety impacts. We have not conducted a life-cycle assessment or any other health and safety analysis on our service offerings.				
PR2	Total number of incidents of non-compliance with regulations and voluntary codes concerning health and safety impacts of products and services during their life cycle, by type of outcomes.	Fully		No incidents to report.				

Product and service labeling

PR3	Type of product and service information required by procedures, and percentage of significant products and services subject to such information requirements.	Fully		Our consulting and training services do not have such requirements.				
PR4	Total number of incidents of non-compliance with regulations and voluntary codes concerning product and service information and labeling, by type of outcomes.	Fully		No incidents to report.				
PR5	Practices related to customer satisfaction, including results of surveys measuring customer satisfaction.	Fully		We do not currently administer surveys measuring customer satisfaction, but there are several checkpoints throughout all engagements to assess client satisfaction.				

Marketing communications

PR6	Programs for adherence to laws, standards, and voluntary codes related to marketing communications, including advertising, promotion, and sponsorship.	Fully		We follow all applicable laws and regulations relative to marketing and communications, however we do not utilize any formal or informal programs to accomplish compliance.				
PR7	Total number of incidents of non-compliance with regulations and voluntary codes concerning marketing communications, including advertising, promotion, and sponsorship by type of outcomes.	Fully		No incidents to report.				

Customer privacy

PR8	Total number of substantiated complaints regarding breaches of customer privacy and losses of customer data.	Fully		No incidents to report.				
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Social: Product Responsibility

Performance Indicator	Description	Reported	Cross-Reference	Direct Answer	If applicable, indicate the part not reported	Reason for Omission	Explanation	To be reported in
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Compliance

PR9	Monetary value of significant fines for non-compliance with laws and regulations concerning the provision and use of products and services.	Fully		No fines to report.				
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