

# CDP 2018 Water Questionnaire Agriculture Cluster

CONSULTATION DRAFT  
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# Introduction to this document

This document is a proposed draft of the CDP 2018 water questions that will be presented to companies in the **Food, Beverage and Tobacco sector**. Questions are not final and are subject to change.

All responding companies will be presented with questions in black text – unless there is a replacement question for their sector. Food, Beverage and Tobacco companies only will be requested to complete questions in **green**.

Note that minor sector specific modifications to drop-down options within general questions are not subject to consultation and have not been included in this document.

## List of sector specific questions

Note that these may be replacement or additional questions.

<b>Food, Beverages &amp; Tobacco</b>
<a href="#">W-FB0.1a</a>
<a href="#">W-FB1.1a</a>
<a href="#">W-FB2.3a</a>
<a href="#">W-FB2.3b</a>
<a href="#">W-FB2.7</a>
<a href="#">W-FB2.7a</a>
<a href="#">W-FB6.1</a>
<a href="#">W-FB6.1a</a>
<a href="#">W-FB10.4</a>
<a href="#">W-FB10.4a</a>
<a href="#">W-FB10.4b</a>

## Question numbering

The numbering and ordering of questions has changed.

Note that question numbers in this document remain subject to change.

## Changes and Rationale

A brief description of changes and their rationale is given at the start of each section.

The blue text refers to changes to the general questions and green to questions for the Food, Beverages and Tobacco sector.

## Tags

Tags have been used to indicate modifications to questions; and where there is alignment with TCFD.

**No change:** indicates that this question has not changed (note the question number may have changed)

**Minor changes:** indicates wording edits and revisions to drop downs

**Modified question:** indicates where a new or revised data point has been added or removed from an existing question

**New question:** indicates the introduction of a new question with data points not previously requested

**Additional sector question:** indicates when a sector specific question is a new addition

**Replacement question:** indicates when a sector specific question replaces a general question

**TCFD:** This question supports disclosure in line with the recommendations of the Task force on Climate-related Financial Disclosures (TCFD)

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# Introduction

## W0. Introduction

### Sector changes and rationale

- **New sector question** W-FB0.1a: It is important that investors know where organizations fall in the FBT value chain since risk exposure and response related to water will depend on whether the company produces agricultural commodities, processes/manufactures, packages, distributes or if their products have high water impact on the consumption phase. Please note that this question will not trigger any other question. It will allow data users to better interpret the information disclosed.

### No change

**W0.1: Please give a general description of and introduction to your organization** [maximum 4500 characters]

### Additional sector question

**W-FB0.1a: Please select the activities which best represent your organization's area of direct operations. If your organization is diversified or vertically integrated, please select all that apply**

Activity
Select all that apply: <ul style="list-style-type: none"><li>• Agriculture</li><li>• Processing/Manufacturing</li><li>• Distribution</li><li>• Consumption</li></ul>

### No change

**W0.2: Please state the start and end date of the year for which you are reporting data**

### No change

**W0.3: Please indicate the category that describes the reporting boundary for companies, entities or groups for which water impacts on your business are reported**

### No change

**W0.4: Within this boundary, are there any geographies, facilities or types of water inputs/outputs not included in your disclosure?**

### No change

*If 'Yes' is selected for W0.4:*

**W0.4a: Please report the exclusions in the following table**

### New question

**W0.5: Please select the currency in which you would like to submit your response**

# Current State

## W1. Dependence

### Section Changes and Rationale

- To reflect greater investor interest in risk exposure and opportunities within the value chain, CDP has widened the scope of water questions throughout this questionnaire that request information on indirect operations or the supply chain. Disclosure on the wider value chain beyond direct operations is now requested – for example, downstream as well as upstream water dependency, risk exposure and engagement.
- TCFD: This question supports the recognition by the TCFD recommendations that a reliance on the availability of water exposes a company to climate-related, financial risk.
- The heading change for this section from 'Context' to 'Dependence' more accurately reflects that the data requested provides information that is needed by data users on how dependent a company's activities are on water resources. Furthermore, the term 'context' is being increasingly used to signify the local nature of water issues and the need to take account of specific contextual information when addressing water challenges, so the change avoids potential confusion.
- W1.1: The CDP water reporting guidance will request that 'Indirect use importance' includes downstream and well as upstream activities. 'Vital' has been inserted as a drop down in the "Indirect use" column.
- **New sector question W-FB1.1a:** Crops/animal products are key raw materials for the FBT industry and should be considered when companies assess their risks and impacts. For investors, it is important to understand an organization's dependence on high water intensive crops and/or animal products and how much this represents in financial terms. Using the % revenue to assess this dependence would provide an estimate of the relative importance of each crop/animal product in case an organization strongly depends on more than one. We chose revenue here because this type of financial data would be useful for investors. However, we know that revenue may fluctuate yearly and may not be easy to calculate.

### Minor changes; TCFD

#### W1.1: Please rate the importance (current and future) of water quality and water quantity to the success of your business

Water quality and quantity	Direct use importance rating	Indirect use importance rating	Please explain
Sufficient amounts of good quality freshwater available for use	Select from: <ul style="list-style-type: none"> <li>• Not important at all</li> <li>• Not very important</li> <li>• Neutral</li> <li>• Important</li> <li>• Vital</li> <li>• Have not evaluated</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• Not important at all</li> <li>• Not very important</li> <li>• Neutral</li> <li>• Important</li> <li>• Vital</li> <li>• Have not evaluated</li> </ul>	Text field [maximum 1000 characters]
Sufficient amounts of recycled, brackish and/or produced water available for use	Select from: <ul style="list-style-type: none"> <li>• Not important at all</li> <li>• Not very important</li> <li>• Neutral</li> <li>• Important</li> <li>• Vital</li> <li>• Have not evaluated</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• Not important at all</li> <li>• Not very important</li> <li>• Neutral</li> <li>• Important</li> <li>• Vital</li> <li>• Have not evaluated</li> </ul>	Text field [maximum 1000 characters]

**Please note:** W1.1 is a leading question, prompting linked sets of questions to appear depending on the response given.

**Additional sector question**

**W-FB1.1a: Please indicate the five most important, water intensive crops/animal products in your organization, in terms of revenue, either in direct operations or in your supply chain**

Crops/Animal products	% of revenue dependent on these crops/animal products	Produced or sourced	Please explain
Select all that apply: <ul style="list-style-type: none"> <li>• Bananas</li> <li>• Beef</li> <li>• Cotton</li> <li>• Chicken</li> <li>• Dairy</li> <li>• Eggs</li> <li>• Maize</li> <li>• Nuts</li> <li>• Oranges</li> <li>• Palm</li> <li>• Paper/pulp</li> <li>• Rice</li> <li>• Soy</li> <li>• Sugar</li> <li>• Tobacco</li> <li>• Wheat</li> <li>• Other, please specify</li> <li>• None</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• Less than 10%</li> <li>• 10-20%</li> <li>• 20-40%</li> <li>• 40-60%</li> <li>• 60-80%</li> <li>• More than 80%</li> <li>• Don't know</li> <li>• Not relevant</li> </ul>	Select from <ul style="list-style-type: none"> <li>• Produced</li> <li>• Sourced</li> <li>• Both</li> </ul>	Text field [maximum 500 characters]
Add row			

**Please note:** W-FB1.1a is a leading question, prompting linked sets of questions to appear depending on the response given

## W2. Company-wide water accounting

### Section Changes and Rationale

- **New question on withdrawals from stressed basins:** The TCFD recommends disclosure of reliance on water from areas of high water stress. This is also a GRI metric.
- **New question on recycling/reuse:** This reflects a growing trend in water management practice and reporting. The extent of water reuse and recycling is a measure of efficiency and may reduce dependence on water withdrawals and as well as discharges and its associated costs. SDG 6.4 can include activities to improve water efficiency and this has increased attention to this metric.
- W2.1: 'Water discharge quality data – temperature' is a new row reflecting its increasing significance as an impact; wording edit to question.
- W2.2: **Total volumes** for withdrawals, discharges and consumption will be disclosed in one table rather than separately.
- W2.2 – W2.6: We are consulting on the usefulness and format of the “comparison with last year” column.
- W2.5, W2.6: Relevance column added to distinguish a zero entry from an unknown volume or irrelevant source.
- **Removed question:** The standalone question on total consumption has been removed as the data is now collected in W2.2
- **New sector questions W-FB2.3a, W-FB2.3b, W-FB2.7 and W-FB2.7a:** To provide a view on the risks to the business related to water stress, CDP would like to know the proportion of the organization's top crops/animal products produced/sourced from water stressed basins; of these, the average water intensity figures and changes since the last year. This would provide investors with comparable water intensity data within the sector.

### Monitoring

The following questions will be presented only if “Direct use importance rating” in question W1.1 rates “Neutral”, “Important” or “Vital” for either the freshwater or brackish water option:

#### Minor changes

**W2.1: Across all your operations, please provide the proportion of the following water aspects that are regularly measured and monitored, and an explanation**

Water aspect	% of sites/facilities/operations	Please explain
Water withdrawals – total volumes	Select from: <ul style="list-style-type: none"> <li>• Less than 1%</li> <li>• 1-25</li> <li>• 26-50</li> <li>• 51-75</li> <li>• 76-99</li> <li>• 100%</li> <li>• Not relevant</li> </ul>	Text field [maximum 1000 characters]
Water withdrawals – volume by sources		
Water discharges – total volumes		
Water discharges – volume by destination		
Water discharges – volume by treatment method		
Water discharge quality data – by standard effluent parameters		
Water discharge quality data – temperature		

Water consumption – total volume		
Facilities providing fully-functioning WASH services to all workers		

## **Total volumes**

[New question](#)

**W2.2: Total volumes: for the reporting year, please provide the total volume of water withdrawn, discharged and consumed across your operations, and the trend compared to the previous year**

Water aspect	Volume (megaliters /year)	Direction of change compared with previous year	% change	Please explain
Total withdrawals	Numerical field	Select from: <ul style="list-style-type: none"> <li>• +</li> <li>• -</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• % range drop down</li> <li>• Unknown</li> <li>• This is our first year of measurement</li> </ul>	Text field [maximum 1000 characters]
Total discharges	Numerical field			
Total consumption	Numerical field			

## **Withdrawals from stressed basins**

[New question; TCFD](#)

**W2.3: Do you know the proportion of your total withdrawals sourced from stressed or highly stressed basins? If so, please provide a percentage for the reporting year**

Is the proportion of withdrawals sourced from stressed basins known?	% withdrawn from basins with High or Extremely High baseline water stress	Identification tool used	Comparison with previous reporting year	Please explain
Select from <ul style="list-style-type: none"> <li>• Known</li> <li>• Unknown</li> </ul>	Numerical field %	Select from: <ul style="list-style-type: none"> <li>• WBCSD Global Water Tool</li> <li>• WRI Aqueduct</li> <li>• WWF Water Risk Filter</li> <li>• Other, please specify</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• Much lower</li> <li>• Lower</li> <li>• About the same</li> <li>• Higher</li> <li>• Much higher</li> <li>• This is our first year of measurement</li> </ul>	Text field [maximum 1000 characters] <p>Including:</p> <ul style="list-style-type: none"> <li>- explanation of %</li> <li>- definition of highly/stressed applied</li> <li>- rationale for tool used</li> </ul>

**Additional sector question**

If “produced” or “both” was selected in W-FB1.1a Column 3 then W-FB2.3a will be presented.

**W-FB2.3a: For each of your five most important produced high water intensive crops/animal products in W-FB1.1a, please indicate the percentage by volume/weight produced in water stressed basins. Please explain if you don’t know**

Crop/Animal product	Do you know whether your crop/animal product is produced in basins with High or Extremely High baseline water stress?	% of total crops/animal products that is produced in basins with High or Extremely High baseline water stress	Please explain
pre-populated from W-FB1.1a	Select from: <ul style="list-style-type: none"> <li>Unknown</li> <li>Known</li> </ul>	[Numerical field]	Text field [maximum 1000 characters]

**Additional sector question**

If “sourced” or “both” was selected in W-FB1.1a Column 3 then W-FB2.3b will be presented.

**W-FB2.3b: For each of your five most important sourced high water intensive crops/animal products in W-FB1.1a, please provide the percentage sourced from water stressed regions. Please explain if you don’t know**

Crop/Animal product	Do you know whether your crop/animal product is sourced from basins with High or Extremely High baseline water stress?	% of total crops/animal products that is sourced from basins with High or Extremely High baseline water stress	Please explain
pre-populated from W-FB1.1a	Select from: <ul style="list-style-type: none"> <li>Unknown</li> <li>Known</li> </ul>	[Numerical field]	Text field [maximum 1000 characters]

**Water recycled and reused**

**New question**

**W2.4: For the reporting year, please provide the proportion of total water withdrawals recycled and reused**

Proportion recycled and reused	Comparison with previous reporting year	Please explain
Numerical field %	Select from: <ul style="list-style-type: none"> <li>Much lower</li> <li>Lower</li> <li>About the same</li> <li>Higher</li> <li>Much higher</li> <li>This is our first year of measurement</li> </ul>	Text field [maximum 1500 characters] <p>Including:</p> <ul style="list-style-type: none"> <li>- explanation of % and trend</li> <li>- definition of recycle/reused</li> </ul>

**Withdrawals by source**

**Modified Question**

**W2.5: For the reporting year, please provide total water withdrawal data by source**

Source	Relevance	Quantity (megaliters /year)	Comparison with previous reporting year	Comment
Fresh surface water	Select from: <ul style="list-style-type: none"> <li>• Not relevant</li> <li>• Relevant</li> <li>• Relevant but volume unknown</li> </ul>	Numerical field	Select from: <ul style="list-style-type: none"> <li>• Much lower</li> <li>• Lower</li> <li>• About the same</li> <li>• Higher</li> <li>• Much higher</li> <li>• This is our first year of measurement</li> </ul>	Text field [maximum 1000 characters]
Brackish surface water/seawater				
Rainwater				
Groundwater – renewable				
Groundwater – non-renewable				
Produced/process water				
Municipal supply				
Wastewater from another organization				

**Discharges by destination**

**Modified Question**

**W2.6: For the reporting year, please provide water discharge data by source**

Destination	Relevance to your operations	Quantity (megaliters /year)	Comparison with previous reporting year	Comment

## **Water intensity**

### **Additional sector question**

*If “produced” or “both” was selected in W-FB1.1a Column 3 then W-FB2.7 will be presented.*

**W-FB2.7: For each of your five most important water intensive crops/animal products produced in highly stressed basins in W-FB1.1a, please report the average water intensity. Please explain if you don’t know**

Crop/Animal product	For those stressed basins, do you know the average water intensity for this crop/animal product?	Average crop/animal product water intensity	Water aspect	Numerator (m <sup>3</sup> )	Unit of crop/animal product	Denominator	Change from last reporting year	Please explain
Pre-populated	<ul style="list-style-type: none"> <li>Unknown</li> <li>Known</li> </ul>	[Numeric field]	Select from: <ul style="list-style-type: none"> <li>Freshwater withdrawn</li> <li>Freshwater consumed</li> <li>Total water withdrawn</li> </ul> Other, please specify	[Numeric field]	Select from: <ul style="list-style-type: none"> <li>dozens</li> <li>kilograms</li> <li>metric tonnes</li> </ul> Other, please specify	[Numeric field]	Select from: <ul style="list-style-type: none"> <li>Higher</li> <li>Lower</li> <li>Stay the same</li> <li>Don't know</li> </ul>	Text field [maximum 1000 characters]

### **Additional sector question**

*If “sourced” or “both” was selected in W-FB1.1a Column 3 then W-FB2.7a will be presented.*

**W-FB2.7a: For each of your five most important water intensive crops/animal products in W-FB1.1a, that are sourced from highly stressed basins, please report the average water intensity. Please explain if you don’t know**

Crop/Animal product	For those stressed basins, do you know the average water intensity for this crop/animal product?	Average crop/animal product water intensity	Water aspect	Numerator (m <sup>3</sup> )	Unit of crop/animal product	Denominator	Please explain
Pre-populated	<ul style="list-style-type: none"> <li>Unknown</li> <li>Known</li> </ul>	[Numeric field]	Select from: <ul style="list-style-type: none"> <li>Freshwater withdrawn</li> <li>Freshwater consumed</li> <li>Total water withdrawn</li> </ul> Other, please specify	[Numeric field]	Select from: <ul style="list-style-type: none"> <li>dozens</li> <li>kilograms</li> <li>metric tonnes</li> </ul> Other, please specify	[Numeric field]	Text field [maximum 1000 characters]

## W3. Value chain engagement

### Section Changes and Rationale

- This section replaces the “Supplier Reporting” questions.

All questions (W3.1- W3.1c) are new.

Throughout the water questionnaire, questions on supply chain have been broadened to include other phases of the value chain. This will be particularly relevant to those companies whose customers may be affected by water issues, and reflects a widening company focus on value chain water impacts. Companies indicating that water is important in their Indirect operations in W1 will be presented with this section so that they can explain how they are engaging with their value chain upstream and downstream to manage risks, take collective action or facilitate the transition to a water secure future. These questions are based on CDP’s extensive experience through its Supply Chain program.

*The following questions W3, W3.1a and W3.1b will be presented only if “Indirect use importance rating” in W1.1 rates as “Neutral” or “Important” or “Vital” for either the freshwater or brackish water option:*

### New question

**W3.1: Do you engage with your value chain on water-related issues? (Select all that apply)**

- Yes, our suppliers
- Yes, our customers or other value chain partners
- No, we do not engage on water with our value chain

If “Yes, our suppliers” is selected in question W3. 1 above:

## **Supplier engagement**

### **New question**

**W3.1a: Please provide details of your supplier engagement strategy, including the percentage of suppliers you engage with, and the proportion of your total spend that they represent**

Type of engagement	Details of engagement	% of suppliers by number	% of total procurement spend	Company specific rationale for this coverage	Describe the impact of the engagement
<p>Select from:</p> <ul style="list-style-type: none"> <li>• Onboarding &amp; compliance</li> <li>• Information collection &amp; management</li> <li>• Incentivisation for improved water management and stewardship</li> <li>• Innovation &amp; collaboration</li> <li>• Other, please specify</li> </ul>	<p>Select all that apply:</p> <p><b>Onboarding &amp; compliance</b></p> <ul style="list-style-type: none"> <li>• Inclusion of water stewardship and risk management in supplier selection mechanism</li> <li>• Requirement to adhere to your code of conduct regarding water stewardship and management</li> </ul> <p><b>Information collection &amp; management</b></p> <ul style="list-style-type: none"> <li>• Run an engagement campaign to educate suppliers about water stewardship</li> <li>• Collect water stewardship and risk management information annually from suppliers</li> </ul> <p><b>Incentivising for improved water management and stewardship</b></p> <ul style="list-style-type: none"> <li>• Water management and stewardship is integrated into supplier evaluation processes</li> <li>• Water management and stewardship is featured in supplier awards scheme</li> <li>• Offer financial incentives to suppliers which reduce your operational water consumption through the products they supply to you</li> <li>• Offer financial incentives for suppliers which undertake water management and stewardship for their own operations and supply chain</li> </ul>	<p>Select from:</p> <ul style="list-style-type: none"> <li>• Unknown</li> <li>• Less than 1%</li> <li>• 1-25</li> <li>• 26-50</li> <li>• 51-75</li> <li>• 76-100</li> </ul>	<p>Select from:</p> <ul style="list-style-type: none"> <li>• Unknown</li> <li>• Less than 1%</li> <li>• 1-25</li> <li>• 26-50</li> <li>• 51-75</li> <li>• 76-100</li> </ul>	<p>Text field [maximum 1000 characters]</p>	<p>Text field [maximum 1000 characters]</p> <p>Include:</p> <ul style="list-style-type: none"> <li>• Measures of success</li> </ul>

	<p><b>Innovation &amp; collaboration</b></p> <ul style="list-style-type: none"> <li>• Run an engagement campaign to encourage innovation to reduce water consumption in products and services</li> <li>• Run an engagement campaign to encourage suppliers to work collaboratively with other users in their river basins</li> <li>• Other, please specify</li> </ul>				
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**Please note:** If you use multiple types of supplier engagement, please add more rows to indicate their coverage and impact using the 'Add Row' function

**Customer/other partner engagement**

**New question**

*If “Yes, our customers or other value chain partners” is selected in question W3.1 above:*

**W3.1b: Please give details of your rationale and strategy for prioritizing engagements with your customers or other partners in your value chain [maximum 2000 characters]**

TEXT FIELD: Include for example, your methods of engagement, your measures for success and a description of impact

**New question**

*This question is presented only if “No, we do not engage on water with our value chain” is selected in response to W3.1 above:*

**W3.1c: Please explain why you do not engage with any elements of your value chain on water matters, and any plans for developing an engagement strategy in the future**

Primary reason	Please explain

## W4. Recent impacts on your business

### Section Changes and Rationale

- W4.1a and b: The 'impact' and 'impact driver' columns have switched order to better reflect the question focus; to ease disclosure, the previous table has been split in two, one table each for impact and response information; new drop down options will reflect TCFD guidance; a new column has been added for an explanation for financial impact; column headings have been modified for clarity.
- Section heading has been modified for clarity

### No change

#### W4.1: Has your organization experienced any detrimental impacts related to water in the reporting year?

Please select from:

- Yes
- No
- Don't know

*If 'Yes' is selected for question W4.1:*

### Modified Question; TCFD

#### W4.1a: Please describe the water-related detrimental impacts experienced by your organization in the reporting year

Country	River basin	Impact	Impact driver	Description of impact

### Modified Question; TCFD

#### W4.1b: Please describe your response to the detrimental impacts listed in W4.1a and their total financial impact

Country	River basin	Impact	Response	Description of response	Total financial impact	Explanation of financial impact

### Modified question

*This question is presented only if 'Don't know' is selected for question W4.1:*

#### W4.1c: Please provide the primary reason why you do not know if your organization experienced water-related detrimental impacts in the reporting year

Primary reason	Do you plan to investigate this?	Comment

## W5. Compliance impacts

### Section Changes and Rationale

- Compliance was moved up from the Governance section as the disclosure refers to impacts to the business that have already occurred.
- For clarity we now refer to “regulatory violations” rather than ‘breaches’, as this aligns with CEO Water Mandate Guidelines.
- There is a greater focus on fines, and clarity that the disclosure concerns penalties in the reporting year rather than incidents.
- A question was removed as data points were merged within the tables.

### Minor changes

#### W5.1: In the reporting year, was your organization subject to any fines, penalties and/or enforcement orders for water-related regulatory violations?

Please select all that apply from:

- Yes – fines
- Yes – other penalties or enforcement orders
- No
- Don't know

### Modified Question

If ‘Yes – fines’ is selected in response to question W5.1:

#### W5.1a: For fines, please provide the total number and financial details

Total number of fines	Total value of fines	Proportion of total facilities/operations associated	Impact as % of OPEX	Comparison to last year	Comment

### Modified Question

If either of the ‘Yes’ options are selected in response to question W5.1:

#### W5.1b: Please provide details for all significant fines, penalties and/or enforcement orders for water-related regulatory violations, and your plans for resolving them

Country	River basin	Penalty type	Type of incident	Description of incident, regulatory violation and resolution
Select from: <ul style="list-style-type: none"> <li>• All countries in which we operate</li> <li>• Country drop down list</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• All basins in which we operate</li> <li>• River basin drop down list</li> <li>• Not known</li> <li>• Other, please specify</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• Fine</li> <li>• Penalty</li> <li>• Enforcement order</li> <li>• Other, please specify</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• Spillage or discharge of hazardous substance</li> <li>• Failure to monitor effluent</li> <li>• Effluent limit exceedances</li> <li>• Other non-compliance with permits, standards and regulations</li> <li>• Other, please specify</li> </ul>	Text field [maximum 1000 characters] Including: <ul style="list-style-type: none"> <li>• a description of significance to the company</li> </ul>

**Please note:** If you have multiple penalties, you can use the ‘Add Row’ button to the bottom right.

# Procedures

## WS6: Management procedures

### Section Changes and Rationale

- **New sector questions** W-FB6.1 and W-FB6.1a: Water pollution is a critical issue for this sector due to the high risks imposed by agriculture, food manufacturing and processing. We added these two questions to encourage organizations to assess and understand the risks associated with any substance produced by their activities across the value chain; and to take actions to prevent contamination. Organizations should describe their procedures for reducing their water impacts and to provide details about any standards they adhere to. This will demonstrate to investors how seriously organizations are dealing with these issues.

### WS6.1 Substances of concern

#### Additional sector question

**W-FB6.1: Please provide details as to how your organization defines substances of concern with respect to water bodies and water ecosystems [maximum 2,400 characters]**

[Text]

#### Additional sector question

**W-FB6.1a: For different activities/phases of your value chain, please describe your management procedures to deal with the potential impact of substances of concern upon water bodies and/or water ecosystems**

Activity/Value chain phase	Description of main substances of concern and potential impacts	Management procedures	Description of response
Select from: <ul style="list-style-type: none"> <li>• Agriculture – direct operations</li> <li>• Agriculture – supply chain</li> <li>• Manufacturing – direct operations</li> <li>• Manufacturing – supply chain</li> <li>• Does not apply</li> <li>• Other, please specify</li> </ul>	Text field [maximum 1500 characters]	Select all that apply: <ul style="list-style-type: none"> <li>• Animal waste management</li> <li>• Calculation of fertilizer intensity data</li> <li>• Livestock management</li> <li>• Mapping of areas of production/procurement under high water stress</li> <li>• Soil conservation practices</li> <li>• Sustainable irrigation</li> <li>• Fertilizer management</li> <li>• Pesticide management</li> <li>• Product innovation</li> <li>• Use of drought resistant crop varieties</li> <li>• Waste water management</li> <li>• None</li> <li>• Other, please specify</li> </ul>	Text field [maximum 1500 characters]

**Please note:** For multiple activities/phases of the value chain, please add more rows using the 'Add Row' function

## W6. Risk identification and assessment

### Section Changes and Rationale

- The Module title has changed to encompass an additional section which will be presented only to companies in the CDP high impact sectors. It will request information on management procedures for water issues salient to the sector. The 'management procedures' section is not included in the general water questionnaire.
- TCFD: This 'Risk identification and assessment' section supports the TCFD Risk Management recommendations: "a): Describe the organization's processes for identifying and assessing climate-related risks", "b): Describe the organization's processes for managing climate-related risks", and "c): Describe how processes for identifying, assessing, and managing climate-related risks are integrated into the organization's overall risk management".
- **New question:** W6.1d was added to support these TCFD recommendations.
- **Removed questions:** Some questions on risk assessment were removed as data points were merged within the tables.
- **Removed questions:** Three questions concerning the effect of risk on strategy have been removed as there is a new section on business strategy later in the questionnaire.
- W6.1a: Column 1 suggests four approaches to water risk assessment, including "Enterprise risk management". which was introduced as it is an established, standardised framework for integrating sustainability risks into company risk assessment. We anticipate that this is used by many responding companies, so the number of "other" responses will be reduced.
- W6.1b: The response options for the question on contextual issues have been simplified for ease of reporting.

### No change; TCFD

#### W6.1: Does your organization undertake a water-related risk assessment?

Please select from:

- Water risks are assessed
- Water risks are not assessed

**Modified Question; TCFD**

If 'Water risks are assessed' is selected in W6.1, you will be presented with questions W6.1a – W6.1d.

**W6.1a: Please select the options that best describe your procedures for identifying and assessing water risks**

Risk assessment procedure	Coverage	Scale	Frequency	Horizon	Tools and methods used to identify and assess risks	Please explain
<p>Select from:</p> <ul style="list-style-type: none"> <li>Water risks are assessed as part of an established enterprise risk management framework</li> <li>Water risks are assessed as part of other company-wide risk assessment system</li> <li>Water risks are assessed in an environmental risk assessment</li> <li>Water risks are assessed as a standalone issue</li> <li>Other, please specify</li> </ul>	<p>Select all that apply:</p> <ul style="list-style-type: none"> <li>Direct operations - total</li> <li>Direct operations - partial</li> <li>Supply chain – total</li> <li>Supply chain - partial</li> <li>Other stages of the value chain</li> </ul>	<p>Select all that apply:</p> <ul style="list-style-type: none"> <li>Company-wide</li> <li>Business unit</li> <li>Country</li> <li>Region</li> <li>River basin</li> <li>Facility</li> <li>Other, please specify</li> </ul>	<p>Select from:</p> <ul style="list-style-type: none"> <li>Six-monthly or more frequently</li> <li>Annually</li> <li>Every two years</li> <li>Sporadically</li> <li>Not defined</li> <li>Never</li> </ul>	<p>Select from:</p> <ul style="list-style-type: none"> <li>Up to 1 year</li> <li>1 to 3 years</li> <li>3 to 6 years</li> <li>&gt; 6 years</li> <li>Unknown</li> </ul>	<p>Select all that apply:</p> <p>[Drop down list not displayed here]</p>	<p>Text field [maximum 2000 characters]</p> <ul style="list-style-type: none"> <li>Describe your company's inclusion of water-related issues in risk assessment</li> <li>If 'partial' is selected in column 2, provide level of coverage and how coverage is determined – for example which tiers of supply chain</li> </ul>

**Please note:** If you have multiple types of risk assessment procedure, use the 'Add Row' button to the bottom right

**Modified Question; TCFD**

**W6.1b: Which of the following contextual issues are always factored into your organization’s water risk assessments?**

Contextual issue	Relevance & inclusion	Please explain
Water availability at a local level	<ul style="list-style-type: none"> <li>• Relevant, included</li> <li>• Relevant, not yet included</li> <li>• Not relevant, included</li> <li>• Not relevant, explanation provided</li> <li>• Not evaluated</li> </ul>	Text field [maximum 2000 characters]
Water quality at a local level		
Stakeholder conflicts concerning water resources at a local level		
Implications of water on your key commodities/raw materials		
Water-related regulatory frameworks		
Status of ecosystems and habitats		
Access to fully-functioning WASH services for all employees		
Other contextual issues, please specify		

**No change; TCFD**

**W6.1c: Which of the following stakeholders are always factored into your organization’s water risk assessments?**

Stakeholder	Relevance & inclusion	Please explain

**New question; TCFD**

**W6.1d: Please describe your organization’s procedures for making decisions to mitigate, transfer, accept or control the water-related risks it has identified [maximum 2000 characters]**

Description of risk decision process
Text field [maximum 2000 characters]  Including: Scale Lines of responsibility and accountability

**No change**

*This question is presented only if 'Water risks are not assessed' is selected for question W6.1:*

**W6.1e: Please choose the option that best explains why your organization does not undertake a water-related risk assessment**

Primary reason	Please explain
<p>Select from:</p> <ul style="list-style-type: none"><li>• We are planning to introduce one in the next 2 years</li><li>• Judged to be unimportant</li><li>• Company considers itself to have very low exposure to water risks and/or minimal water use</li><li>• No instruction from management</li><li>• Important but not an immediate business priority</li><li>• Water risk assessment in progress</li><li>• Lack of internal resources</li><li>• Other, please specify</li></ul>	<p>Text field [maximum 1500 characters]</p>

# Implications for your business

## W7. Water risks

### Section Changes and Rationale

- TCFD: This question, with W11, supports TCFD Strategy recommendation a) and b): “Describe the climate-related risks and opportunities the organization has identified over the short, medium, and long term” and “Describe the impact of climate-related risks and opportunities on the organization’s businesses, strategy, and financial planning”. To reflect the TCFD recommendations the question wording in this section now additionally refers to substantive change to ‘assets & liabilities and capital allocation’.
- W7.1 and W7.4b: Throughout the water questionnaire, questions about the supply chain have been broadened to include other phases of the value chain. Companies indicating in W7.1 that they are exposed water risk in their value chain beyond their direct operations will be presented with W7.4b to disclose details of those risks. The question previously asked about supply chain risks. The question wording has been refined to clarify that the disclosure is about risk drivers in the value chain which impact on the business.
- **New question:** W7.3 is a new question asking for a total number and proportion of facilities exposing the business to risk.
- W7.3a asks about the revenue potentially impacted by those facilities. To allow comparability, we have removed the option to select a metric for this. The universal metric in the general questionnaire is global revenue.
- New data points: New columns in the risk and response tables ask for an actual financial value for the potential financial impact of the risk, and the cost of the response. This supports the TCFD recommendations.
- W7.4, W7.4a and W7.4b and W7.4c: The previous tables for risk disclosure had many columns so they have been split into separate risks and responses tables to ease reporting, and some columns have been removed. The drop-down lists (not shown) for risk drivers, impacts and responses will be modified to reflect the TDFD recommendations regarding disclosure of transition risks.

### Water risk exposure

#### Minor changes

**W7.1: Is your organization exposed to water risks, either current and/or future, that could generate a substantive change in your business, operations, revenue or expenditure, assets & liabilities and capital allocation?**

Please select from:

- Yes, both in direct operations and rest of value chain
- Yes, only within direct operations
- Yes, only in our value chain beyond our direct operations
- No
- Don’t know

**Please note:** W7 asks for information only about facilities exposed to water risk that could generate a substantive change in your business. The selection you make in W7.1 will prompt specific questions to follow. All responding organizations will be asked W7.2.

#### Minor changes

**W7.2: Please provide details as to how your organization defines substantive change in your business, operations, revenue or expenditure, assets & liabilities and capital allocation from water risk [maximum 2,400 characters]**

Questions W7.3 and 7.3a will appear if any of the 'Yes' options were selected in response to question W7.1.

### **Facilities exposed to water risk**

#### **New question**

**W7.3: Please provide the total number of facilities<sup>1</sup> exposed to water risks that could generate a substantive change in your business, and the proportion of company-wide facilities this represents**

Total number of facilities exposed to water risk	Proportion of company-wide facilities that this represents (%)	Comment
Numerical Field	Select from: <ul style="list-style-type: none"> <li>• %</li> <li>• Unknown</li> </ul>	Text field [maximum 1000 characters]

#### **Modified Question**

**W7.3a: By river basin, please provide the number of facilities exposed to water risks that could generate a substantive change in your business. Also provide the proportion of company-wide facilities, and the proportion of the company's total global revenue, this represents**

Country	River basin	Number of facilities exposed to water risk	Proportion of company-wide facilities that this represents (%)	Proportion of company's total global revenue that could be affected	Comment
Select from:  Country drop down list	Select from: <ul style="list-style-type: none"> <li>• River basin drop down list</li> <li>• Not known</li> <li>• Other, please specify</li> </ul>	Numerical field	Select from: <ul style="list-style-type: none"> <li>• %</li> <li>• Unknown</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• %</li> <li>• Unknown</li> </ul>	Text field [maximum 1000 characters]

**Please note:** use the 'Add Row' button to the bottom right to include additional river basins within your response.

**Also note** that question W9 requests water accounting data for the facilities referred to in column 3 of W7.3a.

<sup>1</sup> The term 'facilities' may be used more broadly to describe other types of business operations as well as fixed buildings or factories.

## Water risks and responses

### Modified Question; TCFD

Questions W7.4 – W7.4a will appear if ‘Yes, both in direct operations and rest of value chain,’ or ‘Yes, only within direct operations’ were selected in response to question W7.1.

**W7.4: Please list the inherent water risks within your *direct operations* that could generate a substantive change in your business, operations, revenue or expenditure, assets and liabilities and capital allocation, and describe the potential impact**

Country	River basin	Potential impact	Risk driver in direct operations	Description of potential impact	Timeframe	Likelihood	Potential financial impact	Explanation of financial impact
Select from: <ul style="list-style-type: none"> <li>All countries in which we operate</li> <li>Country drop down list</li> </ul>	Select from: <ul style="list-style-type: none"> <li>All basins in which we operate</li> <li>River basin drop down list</li> <li>Not known</li> <li>Other, please specify</li> </ul>	Select from: [Full drop down options not displayed here]	Select all that apply: [Full drop down options not displayed here]  <b>Physical:</b>  <b>Transition - regulatory:</b>  <b>Transition - reputational and markets:</b>  <b>Transition - technology:</b>	Text field [maximum 1500 characters]	Select from: <ul style="list-style-type: none"> <li>Current -up to 1 year</li> <li>1 - 3 years</li> <li>4- 6 years</li> <li>&gt;6 years</li> <li>Unknown</li> </ul>	Select from: <ul style="list-style-type: none"> <li>Highly probable</li> <li>Probable</li> <li>Unlikely</li> <li>Unknown</li> </ul>	Numerical field	Text field [maximum 1500 characters]  Including: <ul style="list-style-type: none"> <li>Method for calculating</li> <li>Assumptions</li> <li>Timescale</li> <li>Recurring v fixed cost</li> </ul>

Please note: Per river basin, please report the primary potential impacts on your business. You may only select one potential impact on your business per river basin per row. For multiple impacts in the same river basin, you can add a new row using the “Add Row” button to the bottom right. For each potential impact, it is possible to choose multiple drivers.

**Modified Question; TCFD**

**W7.4a: For each inherent water risk reported in W7.4, please provide your response to mitigate, transfer, accept, or control the risks in your direct operations**

Country	River basin	Potential impact	Risk driver	Response to risk	Description of response	Cost of response	Explanation of cost
Pre populate from W7.4	Pre populate	Pre populate	Pre populate	Select all that apply:  [Drop down options not displayed here]	Text field [maximum 1500 characters]	Numerical field	Text field [maximum 1500 characters] Including: <ul style="list-style-type: none"> <li>• Method for calculating</li> <li>• Assumptions</li> <li>• Timescale</li> <li>• Recurring v fixed cost</li> </ul>

**Modified Question; TCFD**

Questions W7.4b – W7.4c will appear if ‘Yes, both in direct operations and rest of value chain,’ or ‘Yes, only in value chain beyond direct operations’ were selected in response to question W7.1:

**W7.4b: Please list the inherent water risks within your value chain (beyond direct operations) that could generate a substantive change in your business, operations, revenue or expenditure**

Country	River basin	Potential impact to your business	Risk driver in value chain	Description of potential impact	Timeframe	Potential financial impact	Explanation of financial impact
Select from: <ul style="list-style-type: none"> <li>• All countries in which we operate</li> <li>• Country drop down list</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• All basins in which we operate</li> <li>• River basin drop down list</li> <li>• Not known</li> <li>• Other, please specify</li> </ul>	Select from:  [Drop down options not displayed here]	Select all that apply:  <b>Physical:</b> <b>Transition - regulatory:</b> <b>Transition - reputational and markets:</b> <b>Transition - technology:</b>	Text field [maximum 1500 characters]	Select from: <ul style="list-style-type: none"> <li>• Current -up to 1 year</li> <li>• 1 - 3 years</li> <li>• 4- 6 years</li> <li>• &gt;6 years</li> <li>• Unknown</li> </ul>	Numerical field	Text field [maximum 1500 characters]  Including: <ul style="list-style-type: none"> <li>• Method for calculating</li> <li>• Assumptions</li> <li>• Timescale</li> <li>• Recurring v fixed cost</li> </ul>

**Please note:** Per river basin, **please report the primary potential impacts** on your business. You may only select one potential impact on your business per river basin per row. For multiple impacts in the same river basin, you can add a new row using the “Add Row” button to the bottom right. For each potential impact, it is possible to choose multiple drivers.

**Modified Question; TCFD**

**W7.4c: For each inherent water risk reported in W7.4b, please provide your response to mitigate, transfer, accept, or control the risk**

Country	River basin	Potential impact	Risk driver	Response	Description of response	Costs of response	Explanation of cost
Pre-populate from W7.4b	Pre-populate	Pre-populate	Pre-populate	Select all that apply: <b>Upstream:</b> <b>Supplier engagement:</b> <b>Downstream:</b>	Text field [maximum 1500 characters]	Numeric field	Text field [maximum 1500 characters]  Including: <ul style="list-style-type: none"> <li>• Method for calculating</li> <li>• Assumptions</li> <li>• Timescale</li> <li>• Recurring v fixed cost</li> </ul>

## **Explanation for no risks**

### **Minor changes**

*W7.5 will appear if 'No' is selected or 'Yes, only in value chain beyond direct operations' is selected in answer to question W7.1:*

**W7.5: Please choose the option that best explains why you do not consider your organization to be exposed to water risks in your direct operations that could generate a substantive change in your business, operations, revenue or expenditure, assets and liabilities and capital allocation**

Primary reason	Please explain

### **Minor changes**

*If 'No' is selected or if 'Yes, only within direct operations' is selected in answer to question W7.1:*

**W7.5a: Please choose the option that best explains why you do not consider your organization to be exposed to water risks in your value chain (beyond direct operations) that could generate a substantive change in your business, operations, revenue or expenditure, assets and liabilities and capital allocation**

Primary reason	Please explain

### **Minor changes**

*If 'Don't know' is selected in answer to question W7.1:*

**W7.5b: Please choose the option that best explains why you do not know if your organization is exposed to water risks that could generate a substantive change in your business operations, revenue or expenditure, assets and liabilities and capital allocation and discuss any future plans you have to assess this**

Primary reason	Future plans

## W8. Water opportunities

### Section Changes and Rationale

- TCFD: The CDP questions and guidance for describing opportunities and their realisation will support TCFD Strategy recommendation a) and b): “Describe the climate-related risks and opportunities the organization has identified over the short, medium, and long term”, and “Describe the impact of climate-related risks and opportunities on the organization's businesses, strategy and financial planning”.
- **New data point:** There is a new data point for the value for financial impact.
- The information requested has been modified. The drop downs for the source of the opportunity will reflect the TCFD guidance

### No change

#### W8.1: Does water present strategic, operational or market opportunities that substantively benefit/have the potential to benefit your organization?

Please select from:

- Yes
- No
- Don't know

### Modified Question; TCFD

If 'Yes' is selected in response to question W8.1:

#### W8.1a: Please describe the opportunities water presents to your organization, your strategies to realize them and their financial impact

Source of opportunity	Geographic scope	Estimated timeframe for realisation	Description of opportunity & strategy to realize opportunity	Potential financial impact	Details of potential financial Impact
Select from: [Full drop-down options not displayed here] <b>Resource Efficiency</b> <b>Energy Source</b> <b>Resilience</b> <b>Products &amp; Services</b> <b>Markets</b>	Select all that apply: <ul style="list-style-type: none"> <li>• Company wide</li> <li>• Country drop down list</li> <li>• Other, please specify</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• Current - up to 1 year</li> <li>• 1 to 3 years</li> <li>• 4 to 6 years</li> <li>• &gt;6 years</li> <li>• Unknown</li> </ul>	Text field [maximum 1500 characters]  Including: <ul style="list-style-type: none"> <li>• links to specific products and services</li> </ul>	Numeric field	Text field [maximum 1000 characters]

**Please Note:** If you have more than one opportunity you wish to report, you can enter them into the table by adding more rows using the 'Add Row' button to the bottom right.

### No change

If 'No' is selected in response to W8.1:

#### W8.1b Please choose the option that best explains why water does not present your organization with any opportunities that have the potential to provide substantive benefit

Primary reason	Please explain

[No change](#)

*If 'Don't know' is selected in response to W8.1:*

**W8.1c Please choose the option that best explains why you do not know if water presents your organization with any opportunities that have the potential to provide substantive benefit**

Primary reason	Please explain

# Facility level water accounting

## W9. Facility level water accounting

### Section Changes and Rationale

- **New data point:** We now ask for location co-ordinates for all facilities exposed to risk that could generate a substantive change to the business (W9.1). This will enable data users to analyse geographically linked risks, potentially across multiple companies. It will also allow future integration of CDP's questionnaire with geographically linked water risk assessment tools
- **New question:** To align with W1, there is a new question on recycling/reuse at facility level (W9.1b). CDP is requesting volumes and percentages recycled/reused with respect to facility withdrawals. While volumes recycled may indicate increased water efficiency, dependency and impact are only reduced if this translates into a reduction in withdrawals so companies should explain if this is the case.
- W9.4: To align with W1 a row has been added for discharge temperature.

**Please note:** You will need to complete this section only if you completed **W7.3a** because you have facilities exposed to water risks that have the potential to generate a substantive change to your business.

CDP is not asking for information for all facilities, just those exposed to substantive water risk as defined in question **W7.3a**. Country and river basin information will be pro-populated from your entries to **W7.3a**.

## **Facility level withdrawals**

### **Modified Question**

**W9.1: For the reporting year, please complete the table below with water accounting data for all facilities included in your answer to W7.3a.**

Facility reference number	Country	River basin	Facility name	Latitude	Longitude	Total water withdrawals (megaliters / year) at this facility	Compare with previous reporting year?	Please explain
Reference number drop down	Pre-populated	Pre-populated	Text field [maximum 500 characters]	Enter the latitude of your facility here using numbers between 90.000000 and -90.000000, e.g. 51.524810	Enter the longitude of your facility using numbers between 180.000000 and 180.000000, e.g. 0.106958	Numerical field	Select from: <ul style="list-style-type: none"> <li>• Much Lower</li> <li>• Lower</li> <li>• About the same</li> <li>• Higher</li> <li>• Much Higher</li> <li>• This is our first year of measurement</li> </ul>	Text field [maximum 500 characters]

**Please note:** The facility reference number will pre-populate subsequent questions in this section

### **No change**

**W9.1a: For the reporting year, please provide withdrawal data, in megaliters per year, for the water sources used for all facilities reported in W9.1**

Facility reference number	Fresh surface water	Brackish surface water/seawater	Rainwater	Groundwater (renewable)	Groundwater (non-renewable)	Produced/process water	Municipal water	Waste water from another organization	Comment
Pre-populated	Numerical field	Numerical field	Numerical field	Numerical field	Numerical field	Numerical field	Numerical field	Numerical field	Text field [maximum 500 characters]

### **Facility level recycling and reuse**

**New question**

**W9.1b: For facility included in your answer to W9.1, please detail the volume and percentage of facility withdrawals that were recycled and reused in the reporting year**

Facility reference number	Volume recycled and reused (megaliters/year)	Percentage of facility withdrawals recycled and reused	Comparison with last reporting year	Please explain
Pre-populated			•	

### **Facility level discharge**

**No change**

**W9.2: For the reporting year, please complete the table below with water accounting data for all facilities included in your answer to W9.1**

Facility reference number	Total water discharged (megaliters/year) at this facility	Comparison with last reporting year	Please explain
Pre-populated		•	

**No change**

**W9.2a: For the reporting year, please provide water discharge data, in megaliters per year, by destination for all facilities reported in W9.1**

Facility reference number	Fresh surface water	Municipal/industrial wastewater treatment plant	Seawater	Groundwater	Wastewater for another organization	Comment
Pre-populated	Numerical field	Numerical field	Numerical field	Numerical field	Numerical field	Text field [maximum 500 characters]

### **Facility level consumption**

**No change**

**W9.3: Water consumption: for the reporting year, please provide water consumption data for all facilities reported in W9.1**

Facility reference number	Consumption (megaliters/year)	How does this compare to the last reporting year?	Please explain
Pre-populated	Numerical field	Select from: <ul style="list-style-type: none"> <li>• Much Lower</li> <li>• Lower</li> <li>• About the same</li> <li>• Higher</li> <li>• Much Higher</li> <li>• This is our first year of measurement</li> </ul>	Text field [maximum 500 characters]

## **Facility level verification**

### **Minor changes**

**W9.4: For all facilities reported in W9.1 what proportion of their water accounting data has been externally verified?**

Water aspect	% verification	What standard and methodology was used?
Water withdrawals – total volumes	Select from: <ul style="list-style-type: none"><li>• Not verified</li><li>• 1-25</li><li>• 26-50</li><li>• 51-75</li><li>• 76-100</li></ul>	Text field [maximum 500 characters]
Water withdrawals – volume by sources		
Water discharges – total volumes		
Water discharges – volume by destination		
Water discharges – volume by treatment method		
Water discharge quality data – quality by standard effluent parameters		
Water discharge quality data – temperature		
Water consumption – total volume		

# Response

## W10. Governance

### Section Changes and Rationale

- The revised questions on board oversight and management elicit information on how water-related issues are governed by board and senior management and how this is incorporated across the organisation. They now align with CDP's climate change questionnaire and support the TCFD recommendations - a): Describe the board's oversight of climate-related risks and opportunities, and b): Describe management's role in assessing and managing climate-related risks and opportunities.
- **New question:** The new question on policy influence is similar to CDP's climate change disclosure on this. While this is a very much less contentious topic for water related issues, it is important that companies have measures in place to ensure that their lobbying activity aligns with their approach to water stewardship and progressing water security for all.
- W10.1: The question wording has been modified to reflect that companies may set out their water commitments in a document that is not referred to as a 'water policy'.
- **New sector question W-FB10.4:** For sectors where water risks and opportunities are significant for direct operations, the use of employee incentives linked to water stewardship and targets can be expected as a governance tool.

### Water policy

#### Minor changes

**W10.1: Does your organization have a water policy, or an equivalent document, that sets out clear commitments and how they will be implemented?**

Please select from:

- Yes
- No

#### Minor changes

*If 'Yes' is selected in response to W10.1:*

**W10.1a: Please select the details that best describe your water policy**

Reach/Scope/Content	Please explain why this content is included or excluded
Select all that apply: [Drop down options not displayed here]	Text field [maximum 1500 characters]

### Board oversight

#### Modified Question; TCFD

**W10.2: Is there board level oversight of water issues?**

Please select from:

- Yes
- No

**Modified Question; TCFD**

If yes is selected for W10.2:

**W10.2a Please identify the position of the individual, or name of the committee, at board level with this responsibility [maximum 200 characters]**

TEXT

**Modified Question; TCFD**

**W10.2b: Please provide further details on the board's/board committee's oversight of water-related issues**

Are water-related issues a scheduled agenda item?	In to which governance mechanisms are water-related issues integrated?	Please explain
Select from: <ul style="list-style-type: none"><li>• Scheduled – all meetings</li><li>• Scheduled - some meetings</li><li>• Sporadic - as important matters arise</li><li>• Other, please specify</li></ul>	Select all that apply: <ul style="list-style-type: none"><li>• Reviewing and guiding strategy</li><li>• Major plans of action</li><li>• Risk management policies</li><li>• Annual budgets</li><li>• Business plans</li><li>• Performance objectives</li><li>• Incentives</li><li>• Monitoring implementation and performance</li><li>• Overseeing major capital expenditures</li><li>• Acquisitions and divestitures</li><li>• Monitoring and overseeing progress against goals and targets for addressing environmental issues</li><li>• Other, please specify</li></ul>	Text field [maximum 1500 characters] <ul style="list-style-type: none"><li>- Rationale for answer to column 1</li><li>- Description of how water has been integrated into the mechanisms</li></ul>

**New question**

If 'No' is selected for question W10.2:

**W10.2c: Please explain why there is no board level oversight of water issues and discuss any plans to change this in the future**

Primary reason	Do you plan to introduce board oversight of water issues?	Comment
Text field [maximum 200 characters]	<ul style="list-style-type: none"><li>• Yes</li><li>• No</li></ul>	Text field [maximum 1500 characters]

**Management responsibility**

**Modified Question; TCFD**

**W10.3: Below board level, are water-related responsibilities assigned to management level positions or committees?**

Please select from:

- Yes
- No

### Modified Question; TCFD

If 'Yes' is selected for W10.3:

**W10.3a: Please provide the highest-level management position or management committee with responsibility for water, and describe the water-related responsibilities and accountabilities**

Name of committee/ Position of individual	Responsibility	Description of responsibilities	Accountability	Are water-related issues a scheduled agenda item?	Comment
Text field [maximum 100 characters]	Select all that apply: <ul style="list-style-type: none"><li>• Assessing risk</li><li>• Assessing opportunities</li><li>• Managing risk</li><li>• Realizing opportunities</li><li>• Other, please specify</li></ul>	Text field [maximum 1000 characters]	Text field [maximum 1000 characters]	Select from: <ul style="list-style-type: none"><li>• Scheduled – all meetings</li><li>• Scheduled - some meetings</li><li>• Sporadic - as important matters arise</li><li>• Other, please specify</li></ul>	

**Please note:** you can add a row for additional positions/committees by using the “Add Row” button to the bottom right

### New question

If 'No' is selected for question W10.3:

**W10.3b: Please explain why there no management responsibility for water issues and discuss any plans to change this in the future**

Primary reason	Do you plan to assign responsibility to senior management?	Comment
Text field [maximum 200 characters]	<ul style="list-style-type: none"><li>• Yes</li><li>• No</li></ul>	<ul style="list-style-type: none"><li>• Text field [maximum 1500 characters]</li></ul>

### Employee Incentives

#### Additional sector question

**W-FB10.4: Do you provide incentives for the management of water issues, including the attainment of targets and goals?**

Please select from:

- Yes
- No

#### Additional sector question

If 'Yes' is selected for W-FB10.4:

**W-FB10.4a: Please provide further details on the incentives provided to board members and the highest level employees for the management of water issues**

Who is entitled to benefit from these incentives?	The type of incentives	Indicator for Incentivized performance	Comment
Select from: <ul style="list-style-type: none"> <li>• Board chairman</li> <li>• President</li> <li>• Board members</li> <li>• Chief Executive Officer (CEO)</li> <li>• Chief Financial Officer (CFO)</li> <li>• Chief Operating Officer (COO)</li> <li>• Chief Purchasing Officer (CPO)</li> <li>• Other C-Suite Officer</li> <li>• Executive team</li> <li>• Other, please specify</li> </ul>	Select from: <ul style="list-style-type: none"> <li>• Monetary reward</li> <li>• Recognition (non-monetary)</li> <li>• Other non-monetary reward</li> </ul>	Multi-select from: <ul style="list-style-type: none"> <li>• Absolute reduction of water withdrawals</li> <li>• Reduction in consumptive volumes</li> <li>• Reduction of product water intensity</li> <li>• Efficiency project or target – direct operations</li> <li>• Efficiency project or target – downstream</li> <li>• Efficiency project or target – upstream</li> <li>• Effluent quality improvements</li> <li>• Behavior change related indicator</li> <li>• Supply chain engagement</li> <li>• Increasing access to workplace WASH</li> <li>• Water-related community project</li> <li>• Other, please specify</li> </ul>	Text field [maximum 2400 characters]

**Please note:** You can add a row for additional senior positions by using the “Add Row” button to the bottom right

**Additional sector question**

If ‘No’ is selected for question W-FB10.4:

**W-FB10.4b: Please explain why no incentives are provided and discuss any plans to change this in the future**

Primary reason	Do you plan to introduce incentives?	Comment
Text field [maximum 200 characters]	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>	• Text field [maximum 1500 characters]

**Policy influence**

**New question**

**W10.4: Do you engage in activities that could either directly or indirectly influence public policy on water through any of the following? (select all that apply)**

- Direct engagement with policy makers
- Trade associations
- Funding research organizations
- Other
- No

**Please note:** Only select “No” if you do not engage in any engagement with policy makers, directly or indirectly.

**New question**

*If options other than 'No' are ticked in response to question W10.4:*

**W10.4a: What processes do you have in place to ensure that all of your direct and indirect activities that influence policy are consistent with your water policy?** [maximum 2500 characters]

[TEXT]

# W11. Business strategy

## Section Changes and Rationale

- This section strengthens the forward-looking focus of the water questionnaire. It aims to elicit information on how a company is adapting its business model to secure a sustainable future, in terms of both its own resilience and securing water for all.
- **New question:** W11.1 Business objectives: CDP has added this question to understand how water-related issues may affect an organization's long-term, strategic objectives, how they are achieved and funded, including its financial planning process. It supports TCFD Strategy recommendation b) "Describe the impact of climate-related risks and opportunities on the organization's businesses, strategy and financial planning". We wish to elicit information about the company's high-level, strategic responses to existing and possible future water challenges. Guidance on anticipated disclosures for this question will be provided.
- **New data point:** In response to feedback on the Capex/Opex question, we have added a new data point on anticipated forward trends in expenditure (W11.2).
- W11.2 Capex/Opex: Some feedback to CDP had suggested that a trend over a five-year period would be more meaningful than the one year period previously asked. However, as a review of the longer trend is possible using past CDP data, data users felt that a one-year period flags a more accurate indicator of direction of travel. We are requesting feedback on this.
- **New question:** W11.3 Scenario analysis: This question reflects TCFD Strategy recommendation c) that companies take account of different climate-related scenarios to consider the resilience of their business strategies. Investors want to know how companies are responding to current water risks and opportunities associated with climate change, and their trajectory of change for the business. As most impacts will be felt in the medium to long term, the analysis of future scenarios is proposed as a tool for strategically understanding potential climate pathways and how a business model might be modified to maximise opportunities. Investors will use information on the use of this tool for comparability across companies as they review their portfolios. CDP is taking a staged approach to disclosure on this, starting by asking whether climate-related scenario analysis is being done, how water was included and what the company response was. As the use of scenario analysis matures, and if it becomes more common for companies to carry out more focussed water-related scenario analysis, this question will evolve to reflect leading practice. This question will be supported by guidance for companies who are unfamiliar with the concept.

## Business objectives

### New question, TCFD

**W11.1: Please explain how water-related issues have been integrated into your organization's high level, long term business objectives and your strategy for achieving them, including financial planning**

Aspect of strategy	Consideration and effect	Please explain
Business objectives	Select from: <ul style="list-style-type: none"> <li>• Considered in development of objectives, and objectives were affected</li> <li>• Considered, but no effect</li> <li>• Not considered, and there are no plans to do so</li> <li>• Not considered, but there are plans to do so</li> </ul>	[Text 1,500 words] Disclosure guidance will be provided based on TCFD recommendations
Strategy for achieving objectives	Select from: <ul style="list-style-type: none"> <li>• Considered in development of strategy, and strategy was affected</li> <li>• Considered, but no effect</li> <li>• Not considered, and there are no plans to do so</li> <li>• Not considered, but there are plans to do so</li> </ul>	Disclosure guidance will be provided based on TCFD recommendations
Financial planning	Select from:	Disclosure guidance will be provided

	<ul style="list-style-type: none"> <li>• Considered in financial planning, and financial planning was affected</li> <li>• Considered, but no effect</li> <li>• Not considered, and there are no plans to do so</li> <li>• Not considered, but there are plans to do so</li> </ul>	based on TCFD recommendations
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## **Capex//Opex**

### **Modified Question; TCFD**

**W11.2: Describe the trend in your organization’s water-related capital expenditure (CAPEX) and operating expenditure (OPEX) over the past reporting year; and the anticipated trend for the next reporting year**

Water CAPEX (+/- % change)	Water OPEX (+/- % change)	Anticipated forward trend (+/- % change)	Please Explain
Numerical field %	Numerical field %	Numerical field %	Text field [maximum 1000 characters] <ul style="list-style-type: none"> <li>• Motivation/explanation for the changes/forward trend</li> <li>• Significance of water procurement spend to OPEX</li> </ul>

## **Scenario Analysis**

### **New question, TCFD**

**W11.3: Please indicate whether your company uses climate-related scenario analysis to inform your long-term business objectives and/or your strategy for achieving them**

Please select from:

- Yes
- No, but we anticipate doing so in the next 2 years
- No current plans for the next 2 years

### **New question, TCFD**

*If “Yes” is selected for W11.3:*

**W11.3a: Does your company include water as part of its use of climate-related scenario analysis?**

Please select from:

- Yes
- No

### **New question, TCFD**

*If “Yes” is selected in W11.3a:*

**W11.3b: How is water included in your climate-related scenario analysis and what is your company’s response?**

Climate-related scenarios	Description of how water is included	Company response
Select all that apply from: <ul style="list-style-type: none"> <li>• Business as usual</li> <li>• 2DS</li> <li>• IEA 450</li> <li>• DDPP</li> <li>• Greenpeace</li> <li>• National Determined Contributions</li> <li>• Other, please specify</li> </ul>	Text field [maximum 1500 characters]	Text field [maximum 1500 characters]

**New question, TCFD**

*If "No" is selected in W11.3a:*

**W11.3c: Please explain why your company does not include water as part of its use of climate-related scenario analysis, and whether you have any future plans to do so**

Primary reason	Do you plan to consider water as part of scenario analysis?	Comment
Text field [maximum 200 characters]	<ul style="list-style-type: none"> <li>• Yes, within the next 2 years</li> <li>• No current plans</li> </ul>	<ul style="list-style-type: none"> <li>• Text field [maximum 1500 characters]</li> </ul>

## W12. Targets and goals

### Section Changes and Rationale

- The TCFD (Metrics and Targets c)) recommends that companies describe the targets used to manage climate-related risks and their performance against those targets.
- W12 has been modified. In line with the local nature of water risks and opportunities, there is a move towards more context based water reporting and target setting by leading companies and an increased demand from investors for data at this level. CDP's water questionnaire will continue to ask only for details about company-wide targets and goals. However, W12.1 now includes a request to indicate the different levels for which the company sets water targets and goals, plus an explanation of the company's approach to setting them (such as what is taken in to account to make them relevant and robust and how they align with public policy goals). Guidance on responding to this will be provided. The new information request supports the GRI standard.

CDP is a partner in a multi-organisation project to develop guidance for companies on how to set meaningful context-based targets. CDP's questions in this section will evolve in response to the outcomes of that project – anticipated after 2019. For more information visit: <http://ceowatermandate.org/context-based-targets>.

### Modified Question, TCFD

**W12.1: Please indicate if your company has targets (quantitative) and/or goals (qualitative) related to water, and at what levels, and a give description of the process for setting them**

Do you have company-wide targets and/or goals	Targets and/or goals at other levels	Description of processes for setting targets and/or goals
Select from: <ul style="list-style-type: none"> <li>• Company-wide targets <i>and</i> goals</li> <li>• Company-wide targets only</li> <li>• Company-wide goals only</li> <li>• No</li> </ul>	Please select all that apply: <ul style="list-style-type: none"> <li>• Country</li> <li>• Basin site</li> <li>• Business department</li> <li>• Brand</li> <li>• Product</li> </ul>	Text field [maximum 1000 characters] Include for example: <ul style="list-style-type: none"> <li>• Approach to setting context-based targets</li> <li>• Motivations</li> <li>• How you ensure that targets will deliver meaningful outcomes</li> </ul>

**Modified Question, TCFD**

If 'Company-wide targets and goals' or 'Company-wide targets only' are selected in column 1 of W12.1:

**W12.1a: Please complete the following table with information on company-wide quantitative targets (ongoing or reached completion during the reporting year) and an indication of progress made**

Target identifier	Category of target	Motivation	Description of target	Quantitative unit of measurement	Base-line year	Target year	Proportion of target achieved, % value	Comment
Reference number drop down	[Drop down options not displayed here]	[Drop down options not displayed here]		[Drop down options not displayed here]				

**Please note:** If you have multiple targets, you can enter them into the table by adding more rows using the 'Add Row' button to the bottom right.

**No change**

If 'Company-wide targets and goals' or 'Company-wide goals only' are selected in column 1 of W12.1:

**W12.1b: Please describe any company-wide qualitative goals (ongoing or reached completion during the reporting year) and your progress in achieving these**

Goal	Motivation	Description of goal	Progress
[Drop down options not displayed here]	[Drop down options not displayed here]		

**Please note:** If you have multiple goals, you can enter them into the table by adding more rows using the 'Add Row' button to the bottom right.

**Modified Question**

*This question is only presented if 'No' is selected in Column 1 of W12.1:*

**W12.1c: Please explain why you do not have any company-wide water-related targets or goals and discuss any plans to develop these in the future**

Primary reason	Do you plan to introduce water-related targets and goals?	Comment
Text field [maximum 200 characters]	<ul style="list-style-type: none"><li>• Yes – in the next 2 years</li><li>• No</li></ul>	<ul style="list-style-type: none"><li>• Text field [maximum 1500 characters]</li></ul>

# Linkages and Trade-offs

## W13. Managing linkages and trade-offs

### Section Changes and Rationale

- W13.1a: There are minor changes to column headers and companies are asked to give a description of the linkages and trade-offs they have identified.

### No change

**W13.1: Has your organization identified any linkages or trade-offs between water and other environmental issues in its value chain?**

Please select from:

- Yes
- No

### Minor changes

If 'Yes' is selected in W13.2:

**W13.1a: Please describe the linkages or trade-offs and the related management policy or action**

Linkage/Trade-off	Description of linkage/trade-off	Policy or action
[Drop down options not displayed here]		

**Please note:** If you have multiple linkages or trade-offs, you can enter them into the table by adding more rows using the 'Add Row' button to the bottom right.

If 'No' is selected in W13.1:

### New question

**W13.1b: Please explain why your organization has not identified any linkages or trade-offs between water and other environmental issues in its value chain**

Primary reason	Comment
Select from: <ul style="list-style-type: none"><li>• Considered - none were identified</li><li>• Not considered – but have plan to do so in the next 2 years</li><li>• Not considered – and have no plans to do so</li><li>• Other, please specify</li></ul>	<ul style="list-style-type: none"><li>• Text field [maximum 500 characters]</li></ul>

# Verification

## W14. Verification and assurance

### Section Changes and Rationale

- **New question:** CDP encourages the verification/assurance of information disclosed to us. We have therefore added a new question to encourage companies to adopt third party verification or assurance of their data, processes and policies.

### New question

**W14.1: Please identify which data points within your CDP water disclosure, other than those reported in W9.4, have been verified or assured by an independent third party during the reporting period, and the standard used**

Additional data points verified	Comment

# Sign off

## W15. Sign off

[No change](#)

**W15.1: Please provide the following information for the person that has signed off (approved) your CDP water response**

Name	Job title	Corresponding job category
Text field [maximum 200 characters]	Text field [maximum 200 characters]	Select from: <ul style="list-style-type: none"><li>• President</li><li>• Board chairman</li><li>• Board/Executive board</li><li>• Director on board</li><li>• Chief Executive Officer (CEO)</li><li>• Chief Financial Officer (CFO)</li><li>• Chief Operating Officer (COO)</li><li>• Other C-Suite Officer</li><li>• Business unit manager</li><li>• EHS manager</li><li>• Energy Manager</li><li>• Environment/Sustainability manager</li><li>• Facilities manager</li><li>• Process operation manager</li><li>• Public affairs manager</li><li>• Procurement manager</li><li>• Risk manager</li><li>• Other, please specify</li></ul>

[No change](#)

**W15.2: Please indicate that your organization agrees for CDP to transfer your publicly disclosed data regarding your response strategies to the CEO Water Mandate Water Action Hub**

Please select from:

- Yes
- No

**Please note:** Only your responses to W1.4a (response to impacts) and W3.2c&d (response to risks) will be shared and then reviewed as a potential collective action project for inclusion on the WAH website. By selecting Yes, you agree that CDP may also share the email address of your registered CDP user with the CEO Water Mandate. This will allow the Hub administrator to alert your company if its response data includes a project of potential interest to other parties using water resources in the geographies in which you operate. The Hub will publish the project with the associated contact details. Your company will be provided with a secure log-in enabling it to amend the project profile and contact details.