SDGs Action List for Companies, Version 1
User's Guide

The xSDG Consortium was created in June 2018 at the xSDG Laboratory, Keio Research Institute at SFC, as an incubator for positive examples of efforts to achieve the Sustainable Development Goals through collaboration among researchers and stakeholders such as companies and local governments. From discussions at the xSDG Consortium, it became clear that to promote such actions to achieve the SDGs it was necessary to articulate what kinds of actions companies could take to help achieve the SDGs. Efforts to clarify actions that can help achieve the SDGs can also lead to the provision of criteria for financial institutions and investors to evaluate the actions of companies.

Thus, from fiscal 2018 to 2019, the "Working group on Financial Assessment Platform" at the xSDG Consortium discussed actions that companies could take to achieve the SDGs. The results of those discussions were compiled as "SDGs Action List for Companies, Version 1" (referred to below as "SDGs Action List") containing "Company actions to contribute to achieving SDGs" ("SDGs Actions") and "Examples."

The main aims of these efforts were to promote actions by companies based on this SDGs Action List, and collaboration with the financial sector.

■ Purpose of SDGs Action List

The purpose of the SDGs Action List is to articulate actions companies can take to achieve the SDGs, and also, to provide criteria to evaluate actions by companies.

The use of the SDGs Action List can help in the ranking or comparison of companies in the same industry and business category and also offer an idea of what they should be doing for SDGs actions in each area of business. This could lead to the mainstreaming of SDGs into corporate management and the further promotion of actions to achieve the SDGs. The list can also be expected to help in the verification and evaluation of progress by companies with the SDGs, and with the visualization of that progress.

■ Overview of SDGs Action List

1. SDGs Actions: SDGs actions are activities companies can do to contribute to the achievement of the SDGs. The SDGs Action List focuses on the SDGs *targets* and looks at corresponding actions that companies can take, which are compiled as SDGs Actions. However, some items are included if they should be reflected in SDGs actions to achieve the SDG, even if not directly applying to a target. From the perspective of principles of the SDGs, we believe it is important for organizations to have some leeway in identifying and executing the actual activities. In that sense, we welcome feedback at any time based on actual experience by organizations (see "A word about using the SDGs Action List" below).

The identification of SDGs Actions was done through discussions and literature reviews by the Working group on Financial Assessment Platform.

2. Examples: The "Examples" column indicates concrete examples of SDGs Actions that can be used to evaluate contributions to achieve the SDGs. The examples were selected based on the following considerations.
· Actions that are required by regulations or legislation are not included.
· In recent years there has been a tendency to use corporate social responsibility (CSR) in the context of corporate information disclosure and social (community) contributions, so those activities are not included in the examples.
· In principle, the examples presented are corporate actions that contribute to achievement of the SDGs as a part of a company's core business.

3. Targets: The Japanese version of SDGs goals and targets have been newly translated into Japanese by the "New Translation Drafting Committee for SDGs and Targets" (Chair Norichika Kanie, Vice-Chair Masahiro Kawatei). Details about this committee are available on the xSDG Laboratory website (http://xsdg.jp/).

4. Categories: In order to make it easier for corporate departments to take ownership of SDGs Actions and initiatives, we classified the SDGs Actions into four categories: "Labor/Human Rights," "Corporate Management," Environmental Management," and "Climate Actions."

5. Supply chain processes: To evaluate a company's contributions to achieve the SDGs, each aspect of business operation needs to have transparency and

credibility of information when viewed from outside the company. The SDGs Action List was compiled in the form of SDGs Actions from the perspective of the supply chain. Specifically, the main supply chain processes are defined as "Procurement," "Distribution," "Production," and "Sales." SDGs Actions that are shared across multiple processes are referred to as "Crosscutting."

■ Revisions of the SDGs Action List

The SDGs Action List was prepared through extensive discussions among members of the xSDG Consortium's Working group on Financial Assessment Platform. We would like to work in partnership with readers and users to make the SDGs Action List a useful tool to create the greatest value for society, by actively incorporating new input into a revised version to add any items overlooked in Version 1 and any items that should be added to reflect changes in society. We welcome input from far and wide.

■ A word about using the SDGs Action List

The SDGs Action List is published as the outcome of research by the Working group on Financial Assessment Platform of the xSDGs Consortium, which is coordinated by the xSDG Laboratory, Keio Research Institute at SFC. We ask for your understanding and cooperation on the following points when using the SDGs Action List.

・ For future revisions, please send feedback and comments to the xSDG Laboratory based on your experience with the SDGs Action List.

・ If you conduct information disclosure having used the SDGs Action List, we ask that you notify the xSDG Laboratory of that fact, and also state that you obtained the "SDGs Action List for Companies" from the xSDG Laboratory.

・ Any party that uses the SDGs Action List takes full responsibility for utilization of the list and any outcomes. The xSDG Laboratory provides no evaluation or assurance of results.

■ Members involved in preparation of the SDGs Action List

The xSDG Laboratory refers to members of the xSDG Consortium as Vision Sharing Partners (VSP), as they are partners in collaboration, sharing a vision for the future. Besides the involvement of members of the xSDG Laboratory, plus advisors and observers (relevant ministries and agencies), the SDGs Action List was created together with companies and local governments that participated in

the xSDG Consortium as Vision Sharing Partners.

The Vision Sharing Partners who participated in the development of the SDGs Action List are indicated below.

The xSDG Laboratory, Keio Research Institute at SFC

The xSDG Consortium and the Working group on Financial Assessment Platform

2018-2019 Vision Sharing Partner and observer

<u>underline</u> : Join the Working group on Financial Assessment Platform

＊VSP-S（S members）

<u>ESRI Japan Corporation</u>　<u>Kokusai Kougyou Co Ltd.</u>

<u>Citigroup Global Markets Japan Inc.</u>　<u>TREE Inc.</u>　Japan Airlines Co.,Ltd.

<u>Rakuten, Inc.</u>　Ryohin Keikaku Co.,Ltd.　<u>Shizuoka City</u>　Toyooka City

＊VSP-D（D members）

ANA HOLDINGS INC.　<u>Impress R&D</u>　<u>salesforc.com Co.,Ltd.</u>

<u>Daiwa Securities Group Inc.</u>　<u>Sumitomo Mitsui Banking Corporation</u>

＊VSP-G（G members）

Amano Enzyme Inc.

NTT DATA INSTITUTE OF MANAGEMENT CONSULTING, Inc.

<u>Great Works Tokyo</u>　KOBAYASHI & CO.,LTD.

<u>Sumitomo Chemical Co., Ltd.</u>

<u>NEC Corporation</u>　Mizkan Holdings Co., Ltd.

＊VSP-LG（Local Government members）

<u>Kanagawa Prefectural Government</u>　Kamakura City

＊Observer

<u>Financial Services Agency of Japan</u>

<u>Local Revitalization Promotion Office by Cabinet Office, Government of Japan</u>

※ The xSDG Laboratory would like to thank the Tree Inc. The startup and meeting of the Working group on Financial Assessment Platform was supported by the Tree inc.

（Contact）

The xSDG Laboratory, Keio Research Institute at SFC

Keio University Shonan Fujisawa Campus

5322 Endo, Fujisawa-shi, Kanagawa, 252-0882 Japan

Email: xsdg[at]sfc.keio.ac.jp