

ESG template for business

Using this template: For each of the three pillars (Environmental, Social and Governance) review the general risks and opportunities listed here. Edit or add points to make the table relevant to your business. When you've done that, decide how you can measure and track these points, and start planning actions.

| ESG plan | Environmental | Social | Governance |
|---------------------------------|--|--|--|
| (Add business name here) | <i>Physical environment including climate change, natural resource depletion, waste and pollution and deforestation.</i> | <i>Any member of society in the supply chain including staff, customers, and communities.</i> | <i>How efficiently the business is being managed and what accountability and decision rights are in place.</i> |
| RISKS | <ul style="list-style-type: none"> ✗ Fines, loss of license to operate and reputational damage from breaching environmental laws. ✗ Health risks and costs associated with clean-up of pollution hazards. ✗ Extreme weather events e.g. heatwaves, flooding, fires. | <ul style="list-style-type: none"> ✗ Restrictions imposed by human rights regulations or legislation. ✗ Increased costs associated with staff turnover, reduced productivity, medical claims and sick leave. ✗ Reputational damage from bad press or court cases. | <ul style="list-style-type: none"> ✗ Inefficient, ineffective and untimely action due to poor planning, monitoring and oversight. ✗ Operational and strategic misalignment. ✗ Reduced market share. |
| OPPORTUNITIES | <ul style="list-style-type: none"> ♥ Save costs by reducing energy consumption and minimising waste. ♥ Build more resilient supply chains. ♥ Improve market share and access to investment funds. | <ul style="list-style-type: none"> ♥ Increase staff morale, productivity and retention. ♥ Stronger support and alignment with local communities. ♥ Increase customer loyalty. | <ul style="list-style-type: none"> ♥ Closely align ESG actions with company vision, mission and purpose. ♥ Embed ESG in the corporate culture. |
| ACTIONS | <ul style="list-style-type: none"> • (write actions here to address risks and achieve opportunities, e.g. review energy, audit suppliers, minimise packaging, etc) | <ul style="list-style-type: none"> • (write actions here to address risks and achieve opportunities, e.g. survey stakeholders, review HR policies, etc) | <ul style="list-style-type: none"> • (write actions here to address risks and achieve opportunities, e.g. monitor regulations, plan strategy, etc) |