

Responsible Business Check Up

What is it?

A gap analysis and benchmarking tool to help small companies develop a strategic approach to CR and integrate and improve responsibility throughout their operations.

It is based on a similar structure to the CR Index. The Responsible Business Check Up will be particularly useful to organisations, typically with less than 1,500 employees, in need of a light-touch assessment of their CR performance and a gap analysis without heavy resource commitment. For large companies it can act as a stepping stone to the CR Index.

35% of the 2011 CR Index participants said they could do more to encourage suppliers to adopt processes to drive sustainability within their own supply chains



The call to action...

For BITC members to use the Responsible Business Check Up as a tool to engage with suppliers on corporate responsibility. Our members are increasingly recognising that to be a truly responsible business, you need to look beyond your direct impacts and work collaboratively with a range of stakeholders, including suppliers. The Responsible Business Check Up can be used to identify how your existing suppliers are responding to the challenges around corporate responsibility, and open a dialogue about how you could work together for mutual benefit.

Supply Chain Analysis service

Responsible supply chain management involves a number of stages. If you are planning to use the Responsible Business Check Up as a tool to engage your suppliers, we would recommend that you first have a good understanding of your key supply chain risks and potential opportunities, and someone within your company has responsibility for managing your approach. It would also be beneficial if you have an idea of how you will use the results to deepen your engagement with suppliers in order to drive improvements in their performance.

BITC can support you on this. As part of our Supply Chain Analysis service we will:

- Perform an initial review and gap analysis of your overall approach
- Help you to prioritise key categories of purchase to engage with through the Responsible Business Check Up
- Provide an individual feedback report to each of your participating suppliers
- Provide you with an overarching summary report
- Use the results to prioritise individual suppliers for more targeted engagement
- Agree an initial action plan for you to support your prioritised suppliers on the next steps

In partnership with



Benefits to your organisation...

We know from our members that managing your supply chains responsibly is no easy task. Engaging with suppliers in a meaningful way can be particularly challenging, especially when resources are limited. The Responsible Business Check Up provides a quick and cost-effective way to gather information about the processes suppliers are using to manage their impacts responsibly; this can provide a basis for more targeted face-to-face engagement and any practical support you may wish to provide.

Benefits to your suppliers...

Similar to the CR Index the Responsible Business Check Up provides companies with a management tool to encourage a strategic and structured approach to CR. It will help raise awareness of the breadth of CR Issues and enables suppliers to benchmark themselves against their peers.

Headline results from the pilot:

- 44 organisations accessed the survey.
- Approximately 1/3 of companies had **less than 100** employees.
- 64% of participants took **under 3 hours** to complete the survey.

Q. Completing the survey was a useful exercise?

A. **89%** agree/strongly agree

Q. I would recommend the survey to others

A. **77%** strongly agree/agree

"Santander is pleased to support Business in the Community's new Responsible Business Check Up for smaller companies. We are committed to doing business responsibly and are keen to encourage our small business customers to do the same. The Responsible Business Check Up makes benchmarking more readily accessible to time-constrained small businesses, helping them to build and develop their responsible business activities."

Steve Pateman, Executive Director,
Santander Corporate, Commercial & Business Banking

Costs

If you are asking your suppliers to pay:

BITC members are entitled to use the survey once every 6 months for free

For non-member the costs are:

- Less than 50 employees = £100* + VAT
- 50 or more employees = £250* + VAT

*This allows the company to use it twice in a 12 month period

The Small Company price is subsidised by Santander.

If you are paying for your suppliers:

You may choose to pay on behalf of your suppliers. If you do this in a single payment to BITC, we will provide you with a 15% discount for the first 20 suppliers and 25 % for subsequent suppliers, based on the price per supplier listed above.

Costs for your company

- The cost of our standard Supply Chain Analysis Service is £2,995 + VAT.
- Bespoke options will be priced separately

Further assistance from BITC.....

You may also require support to develop your approach further. BITC's Marketplace team, our experts on responsible supply chain management, can provide the following additional packages:

- Building Tools and Engagement – includes: reviewing/developing your policy; helping you develop KPIs and supplier questionnaires to monitor performance; providing guidance on how to run a workshop for prioritised suppliers; and helping you build a more detailed engagement plan for you to work with suppliers over the next 12 months. This package is priced at an additional £1,500 + VAT.
- Internal Capacity-Building – this may include, as required: a workshop for buyers, to build their knowledge and capacity to use data effectively, provide support and challenge suppliers; a workshop for suppliers, to build understanding, and promote knowledge-sharing and collaboration; and the development of buyers' guides and decision trees to assist decision-making. Prices vary according to requirements.

For further details or to discuss your specific requirements, please contact stephen.gee@bitc.org.uk



Business in the Community
stands for Responsible Business

