esgbook

INTRODUCING

esgbook

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USER GUIDE: SEPTEMBER 2024



Getting Started

Sending Requests

Answering Requests

Support

PLATFORM USER GUIDE

Contents

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Overview

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OVERVIEW

Introduction to the Platform



Getting Started

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TECHNOLOGY BENEFITS

ESG Book's new industry utility enables efficient access to climate data

Companies

Manage multiple **climate data requests** on a free, intuitive platform interface

Pre-populate existing data into a template from public disclosures

Full data control with permissions to grant access to financial institutions

Reduce reporting burden by mapping data to multiple frameworks and standards

Benchmark performance against industry peers based on publicly available data



Financial Institutions

Gather climate data in a **standardized** format which is verified by companies

One **centralized place** to streamline data requests and track clients' progress

Access underlying climate data on companies with source documentation

Reduce workload for RMs in data collection through technology

Technology Benefits

- Technology efficiency for compute and data storage on one cloud platform
- Speed to market; no on-premise build required
- Secure data hosting and security



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PARTNERS

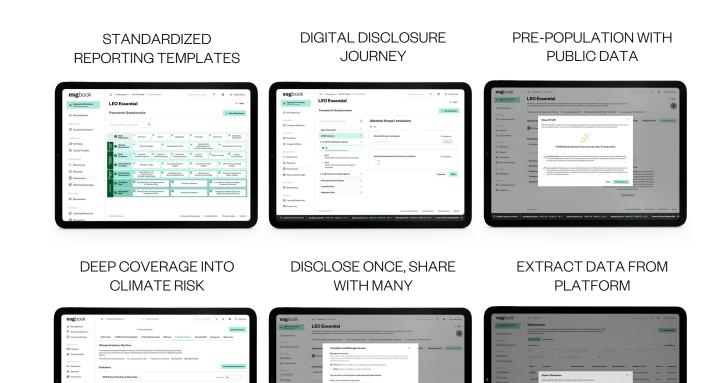
Our solution enables the sourcing of climate data for financial institutions and companies

Market-Leading Partnership

ESG Book's solution has been developed in collaboration with Google Cloud and Boston Consulting Group as technical and sustainability expert partners.

Our mission is to enable companies with a single technology platform, interoperable with other climate data templates and technology systems, to facilitate reporting once and serving many financial institutions who require such information for their regulatory purposes.





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CAPABILITIES

ESG Book's data and technology capabilities serve the needs of financial institutions and companies

ESG and Climate Data

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INVESTMENT SOLUTIONS AND REGULATION

- ESG and climate data for 50,000+ companies
- Combining analyst research with Al
- 450+ data points per company,
 ISSB-aligned
- ESG Scores and Climate Analytics
- Regulatory solutions

Disclosure Platform

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ESG REPORTING AND CLIENT ENGAGEMENT

- Cloud-based platform, with access to 190,000+ corporate disclosures and investor analytics
- Disclosures for public and private companies
- Ability to request disclosures against portfolio companies and/or suppliers

Corporate Solutions

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CORPORATE ESG MANAGEMENT

- Corporate sustainability dashboard
- Analyse and optimise ESG performance
- Benchmark against peers
- Navigate complex reporting requirements with the world's largest regulatory database

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Sign up workflow



Verification and Platform Registration

2

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Confirm your identity and complete the platform registration process **Log-in** Log-in through the ESG Book platform

3

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6

SIGN UP

1

Invite Other Users

Invite other users to support the disclosure workflow, if required

Verify Corporate Entity Check that the correct

corporate entity is associated with your organization

Verify Organization

Check that your user profile is associated with the correct organization



Getting Started

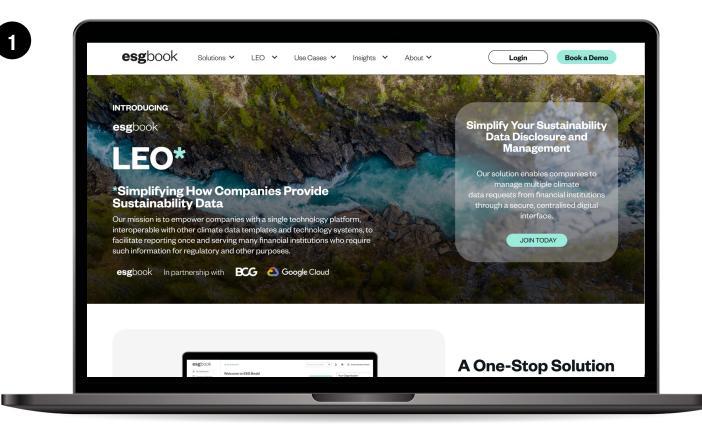
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SIGN UP

Visit the ESG Book LEO website



Visit the <u>ESG Book LEO website</u> and click 'Join Today'.

When prompted, follow the instructions to register your details relating to the relevant company.



Getting Started

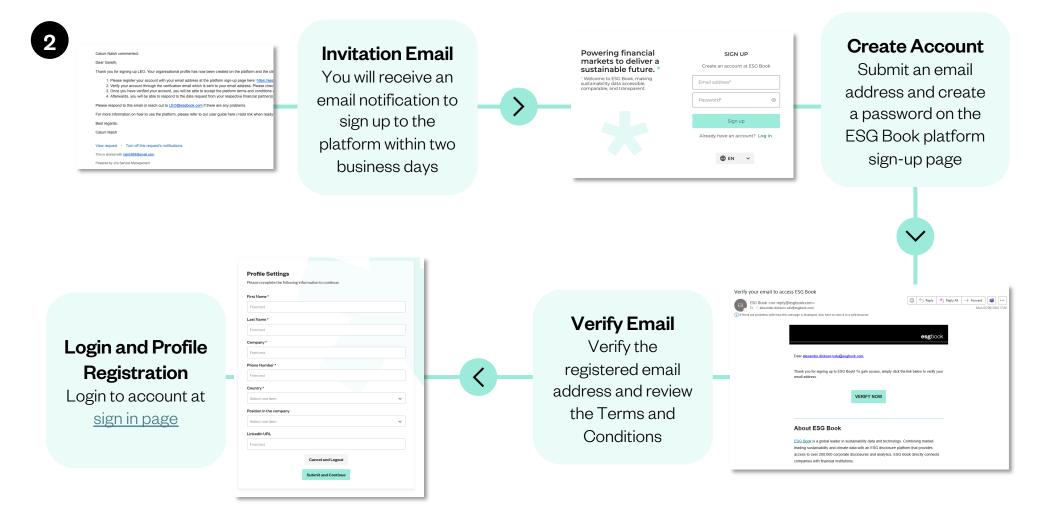
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PROFILE VERIFICATION

Verify your profile



Once registered, an ESG Book representative will be in touch to support you with the platform onboarding process.



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LOGIN

If you have already registered and logged into the platform, go to the ESG Book website to login

markets to deliver a	SIGN UP
sustainable future. *	Create an account at ESG Book
* Welcome to ESG Book, making sustainability data accessible, comparable, and transparent.	Email address*
	Password*
	Sign up
	Already have an account? Log in
	⊕ EN →

Visit <u>ESG Book</u> and click Join ESG Book', or 'Sign-in' at the top of the page.

Log in with your created email address and password.



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ORGANIZATION SETTINGS

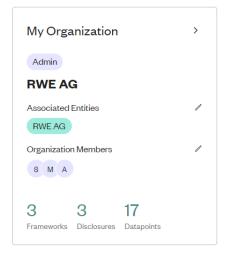
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Follow these simple steps to verify your profile

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My Dashboard	Welcome to ESG B	ook!			Create Organisation
COMPANIES	Connecting companies and investors for Access ESG Book's full features by regis		analytics.		Unlock features, access data and invite your colleagues by creating your organization.
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Reporting Exchange	25,000 + Companies covered by ESG Book	450+ ESG metrics on each company.	50,000 + Corporate disclosures on ESG Book	15M Data points processed daily.	Fund-Level scores
Marketplace	🔳 Request Data	다. Create portfolio	≡, Disclose	√ Verify	How ESG Book works
SUPPORT	ESG data, and download directly from companies.	Analyse ESG portfolio berformance, and download Jata to integrate in nvestment and risk analysis models.	Disclose ESG data directly, and manage disclosure requests across multiple frameworks.	Verify data on ESG Book, reported against questionnaires based on reporting frameworks.	Covering 50,000+ companies, ESG Book is a SaaS data management and disclosure platform providing raw ESG data, company-level and portfolio-level scores, ratings and analytics. Our solutions cover ESG, climate, regulatory,
Contact Us	View Data >	View Portfolios >	Disclose >	Verify >	and impact products. Through our platform, ESG Book enables users to assess over 100,000 corporate disclosures, accessible through API technology for seamless integration.

Organization Settings

To start verifying or disclosing on behalf of an entity, users must first create an organization.







Getting Started

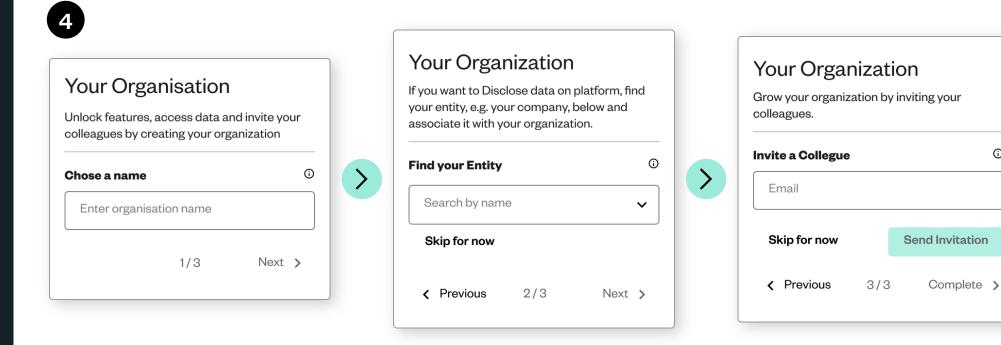
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Manage profile options and associations with organizations and entities



Choose a name for your Organization

ORGANIZATION CREATION

Choose an Entity to associate with your Organization

Invite colleagues to join same Organization

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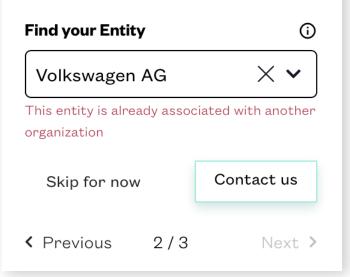
Associate with a Corporate Entity

Your Organization

ORGANIZATION CREATION

5

If you want to Disclose data on platform, find your entity, e.g. your company, below and associate it with your organization



Verification Email

If the entity you are trying to associate with is already associated to an Organization group, you can either:

- 1. Contact the Organization Admin from your company to invite you into the existing Organization group.
- 2. Contact ESG Book's dedicated helpdesk.



Getting Started

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ORGANIZATION PAGE

Manage profile options and associations with organizations and company entities

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Organization association status:

5

If you request to be associated with an entity, your organization will move to *pending status*, which will be approved by the ESG Book team.

Once your organization is *approved*, users within the same organization group can begin disclosing or verifying on behalf of the associated company entity.

Admin
Tesla
Associated Entities Tesla, Inc.
Organization Members

0 0 0

Frameworks Disclosures Datapoints

Organization associated entities / corporate.	
Name	Association Status
Company name	Open
Entities	
Entities Organization associated entities / corporate	
	Association Status



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ORGANIZATION PAGE

6

Invite users to join an organization

Jsers rganization users, click on the user's role to e	ədit.	+ Invite New Users
Name	Email	Role
user name	user@email.com	Admin

nvite users to your organization

You can invite colleagues to collaborate with you, throughout your activities on ESG Book platform. Please note that invited users have non-admin permissions and they need to have a corporate email, approved by your organization.

Invite user via corporate email

Free text

+ Add

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USER ROLES

Roles and Responsibilities – Admin vs User

esg book	Ĝ ➤ Organization Settings		Search for company Q	M User name
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SUPPORT	user name	user@email.com	A	dmin
Contact Us				

See your user type under Organization Settings.

'Admin' users can edit and share disclosures while standard 'Users' can only edit draft disclosures.

Contact the ESG Book team <u>here</u> if you would like to assign a user to 'Admin'.

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SENDING REQUESTS

How to Send Disclosure Requests to Companies



DISCLOSURE REQUESTS

Overview

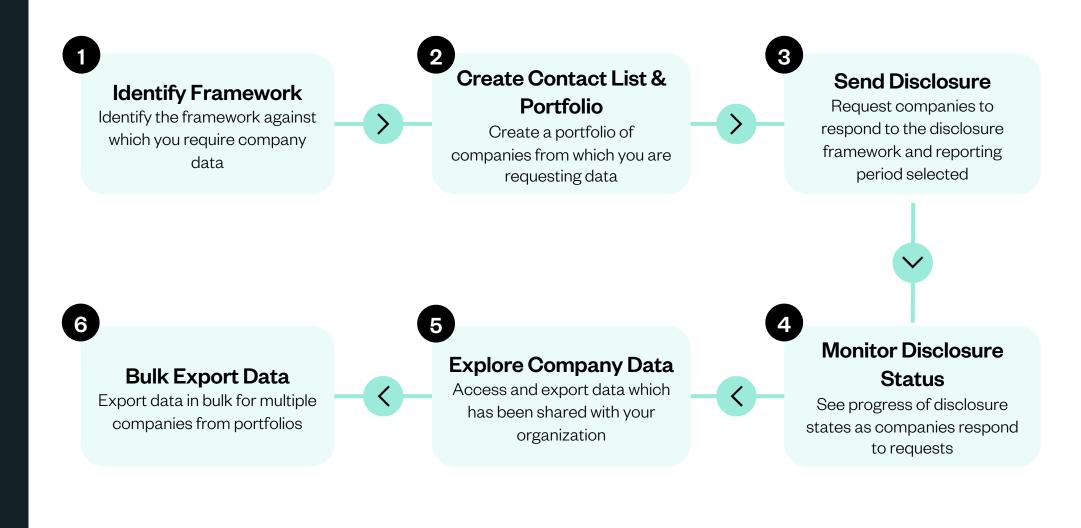
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How to request disclosures from companies



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IDENTIFY FRAMEWORK

1

Reporting Exchange

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Identify the framework against which you require company data

Explore modules on the LEO framework page, including underlying questions.

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CREATE PORTFOLIO

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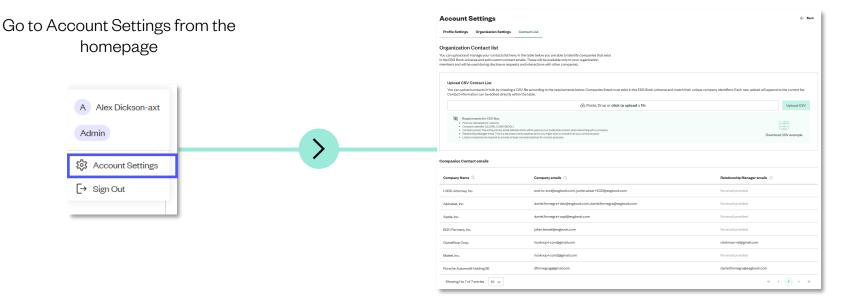
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Optional: Create a contact list for data requests to go directly to external email addresses

Create contact email addresses for organizations from which you require data through CSV file



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This is an optional step to enable bank users to notify clients of requests before they have joined the platform. This does not send a notification to a client until a data request has been shared with that organization



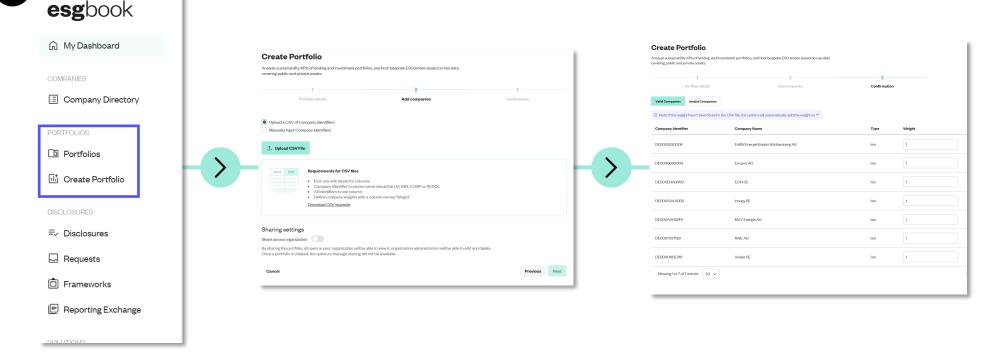
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Create a portfolio of companies from which you are requesting data



Create and manage portfolios of companies.

CREATE PORTEOLIO

2

Upload a CSV file of identifiers (LEI, ISIN, CUSIP or SEDOL) to create a new portfolio.

Companies are matched on identifiers by the platform.



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SENDING REQUESTS

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Send disclosure requests

Navigate to the 'Companies' tab of the Portfolio and select all the companies from which you want to request data.

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Enca	avis AG	Germany		Utilities		Europe	Electric Utilities	Mid	Yes	1
E.ON	ISE	Germany		Utilities		Europe	Electric Utilities	Large	Yes	1
inno	gy SE	Germany		Utilities		Europe	Alternative Power Ge	eneration Large	Yes	1
MVV	/ Energie AG	Germany		Utilities		Europe	Electric Utilities	Mid	Yes	1
RWE	AG	Germany		Utilities		Europe	Electric Utilities	Large	Yes	1
Unip	er SE	Germany		Utilities		Europe	Electric Utilities	Large	Yes	1
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Specify the framework and reporting period.

New Request				>
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Reporting Period Name *				
Free text				
Reporting Period *				
01/01/2023	Ē	_	31/12/2023	Ē
* Mandatory field				
Close			Previous	Send Request

Once the form is complete, click 'Send Request'.



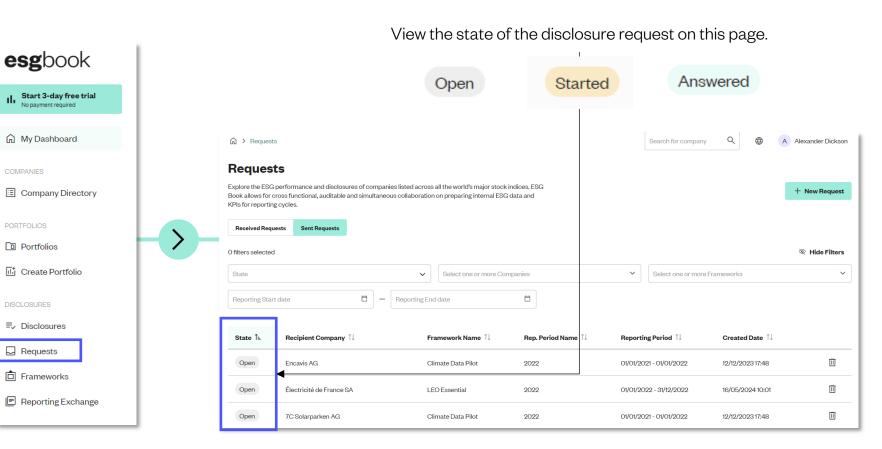
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Monitor disclosure status



Navigate to the 'Requests' tab of the platform.

DISCLOSURE STATUS

4



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COMPANY DATA

5

Explore company data

Navigate to the 'Requests' tab of the platform and open a company disclosure which has been 'Answered'.

Requests						
	rmance and disclosures of compani lunctional, auditable and simultaneor es.					+ New Request
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Explore disclosures directly on the platform or export as a CSV file or JSON.

LEO Essential 2022 Dis	closure	Ĝ Private	\leftarrow Back
content by prefilling a single question or the entire	questionnaire. You ca	ave a disclosure available from a previous year, you can use this In choose to fill in as many que btions as you would like.	*
O Disclosure Type: Corporate Disclosure	Rep. Period Name: 2	022 E Reporting Period: 01/01/2022 - 31/12/2022 O Latest Update: 16/07/2024 15:41	\
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🖉 Draft state 🖉 Review state 🕑	Completed state	Invite	users to your Organization
Framework Questionnaire	ered: 12		
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Basic Information	1/6 🗸	# 2.11	
GHG Emissions	3/4 ^	Absolute Scope 1 emissions	 Guidance
2.1 Absolute Emissions (gross)	a/a ^	89,600,000	t CO2-e
21.1 Absolute Scope 1 emissions		0 2022 Annual Report -p82 i 2022 Annual Report -p82 i 2022 Annual Report -	p279 :
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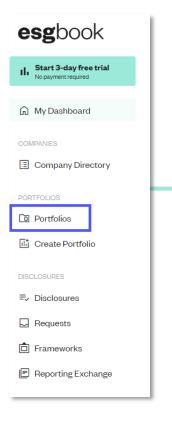
Support

EXPORT DATA

6

Bulk export data

Navigate to a specific Portfolio of companies.



Navigate to the 'Companies' tab of a Portfolio and specify parameters for the bulk disclosure export (framework, reporting start, and end year).

Test Portfolio 😤 Sha	red						\leftarrow Back
Overview ESG Performance Sc	ore Risk Score Ten	np. Score Companies	Data Settings	-			
Portfolio Companies 🕠							
Select Framework				ect Reporting Start and End Year	— 20	199	8
Total Portfolio Companies: 29	C	Disclosed Portfolio Companies:		Undisclosed Portfolio Ca		_	closures Export
Portfolio Scores Table							
Details ESG Performance Score Categories Risk Score Risk Exposure Flags Preference Score 29 companies selected				mperature Scores	ection	▷ Send Requests	
Name 1	Country 1↓	Sector 1↓	Region	1↓ Industry 1↓		Market Cap 🗍	Disclosed 1↓ V
3M Co.	United States	Health Technology	North A	merica Medical Spe	zialties	Large	Yes 1
Adobe, Inc.	United States	Technology Services	North A	merica Packaged Se	ftware	Mega	No 1
Bulk Disclosures Ex Portfolio Name Test Portf We are exporting the latest ave framework and reporting year all the datapoints reported by 1	iolio 🗄 Disclosed ilable disclosure per c range. You will receive	a folder in your downloa					
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ANSWERING DISCLOSURE REQUESTS

How to Respond to Disclosure Requests



Getting Started

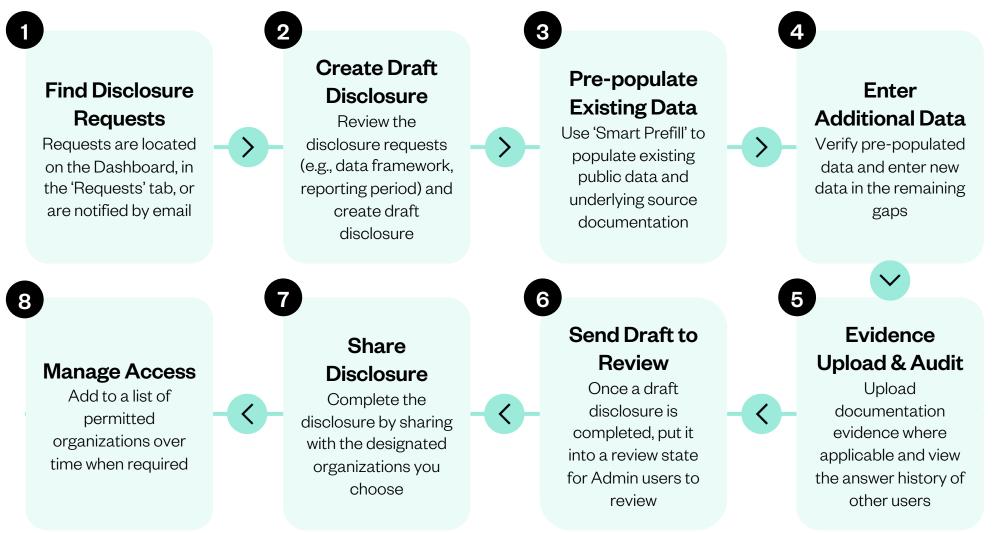
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Locate disclosure requests

ANSWERING REQUESTS WORKFLOW





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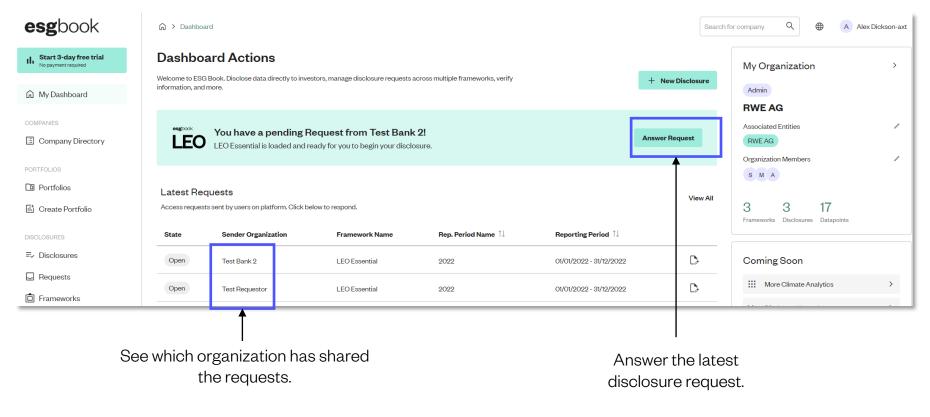
Support

Locate disclosure requests

WHERE TO FIND REQUESTS

1a

Data requests from organizations appear on and can be actioned directly from the platform dashboard.





Requests from multiple organizations on the same framework can be answered in one disclosure



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NOTIFICATIONS

1b

Disclosure request notifications

book

esg
esg
esg

Dear customer,

Your company **RWE AG** has been invited to disclose sustainability data on ESG Book.

Request details:

Sent from	alexander.dickson+testbank@esgbook.com
Framework	LEO Essential
Reporting period	2022: from 01/01/2022 to 31/12/2022

Access ESG Book

New to ESG Book?	Already registered?
Sign up to ESG Book platform and claim your entity	Answer the disclosure request on platform.
By registering on ESG Book, you can access, edit, and share your sustainability data	You can complete your open request from your disclosures page.
at any time. By creating an organization, you can invite more colleagues to assist you	VIEW MY REQUEST
in reporting and answer unlimited requests with just a few clicks.	
SIGN UP	

Users in an organization group associated with a corporate Entity will receive an email alert for all new disclosure data requests.



Click on **View my Requests** to view the the Requests Page.



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Manage and monitor disclosure requests

View all disclosure requests on the 'Requests' tab

DISCLOSURE REQUESTS

1c

esg book	A → Requests						Search for company	Q A Alex	Dickson-axt	
II. Start 3-day free trial No payment required		performance and disclosures of companies list oss functional, auditable and simultaneous co								Monitor Received requests to disclose through
COMPANIES Corporate Analytics Company Directory	Received Reque	Ant Requests	v	Select one or more F	rameworks		✓ Reporting Start of the st		lide Filters	the Received panel.
PORTFOLIOS Portfolios	State ↑↓	Sender	Sender Organization	My Company ↑↓	Framework Name $\uparrow\downarrow$	Rep. Period Name $\uparrow\downarrow$	Reporting Period $\uparrow\downarrow$	Created Date 斗		
IL Create Portfolio	Started	alexander.dickson+testbank2@e	Test Bank 2	RWE AG	LEO Essential	2022	01/01/2022 - 31/12/2022	16/05/2024 10:07	◎ ←	Click to answer
DISCLOSURES	Open	alexander.dickson+testbank@esg	Test Requestor	RWE AG	LEO Essential	2022	01/01/2022 - 31/12/2022	16/05/2024 10:00	D	requests.
Monitor d	† lisclos	sure request	states		0	KYC app to disclos		s on platfori	m can Rec	uest corporates
Open	Sta	arted Ansv	vered							

Corporates can **Answer** these Requests by completing a new disclosure based on the requested framework or allowing requesters access to privately disclosed data



Getting Started

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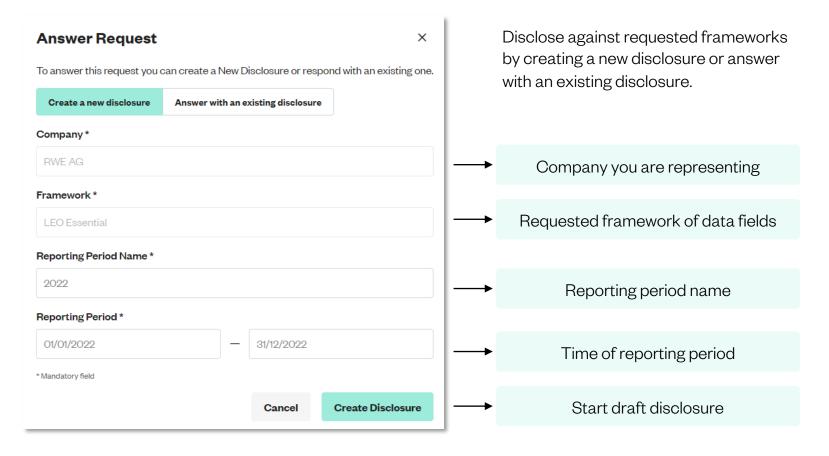
Support

Review request and create disclosure

Review framework request and select 'Create Disclosure'

CREATING DISCLOSURES

2





Getting Started

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Navigate disclosure and smart pre-fill

Select 'Smart Prefill' to pre-populate public data

NAVIGATING DISCLOSURES

3

esg book	ú	A) > Disclosures > RWE AG			Search for company Q	With Smart Prefill we will fill in part of your disclosure using data you have already submitted in other frameworks. If you do not see any prefilled answers, you can carry on disclosing and we can populate your data in your next disclosures.			
II. Start 3-day free trial No payment required	a L	LEO Essential 2022 Disclosure Complete your disclosure by responding to the questions below question or the entire questionnaire. You can choose to fill in as r	If you have a disclo:	sure available from a previous year, you can use this content by prefilling a single ou would like.		~∕~			
COMPANIES	~	C Disclosure Type: Corporate Disclosure 🗎 Rep. Period N	ame: 2022 🛱 i	Peporting Period: 0/0//2022 - 31/12/2022 0 Latest Update: 19/07/2024 17:22	Prefill linked Indicators from across other Frameworks!				
PORTFOLIOS Portfolios Concerte Portfolio		Draft state 🖉 Review state 🗸 Completed s	tate		In unofilia partie of rear using data you have already nother frameworks	Our Methodology. We have extracted indicators from frameworks at their most granular level and identified which the interlinkages between indicators. This means that every time you input a quantitative data point, we are able to use that data to populate the same question in different frameworks.			
DISCLOSURES		Framework Questionnaire				How it works: Prefilled answers can be edited individually. Smart Prefill can be used multiple times. Please note that if you have previously filled answers, they will be overridden and reset every time you use Smart Prefill. If there is currently no relevant disclosed			
Requests Frameworks		Search Question or External ID	۹	Reporting currency		provides y industriant capture y with over residues a nervous effort y and you do time to use and and social and you will not see any prefiled answers. In this case you can carry on disclosing as usual			
Reporting Exchange	ge	Basic Information	016 ^	# 0.42	5	Close Prefil Disclosure			
SOLUTIONS	-	0.2 Sector 0.4 Financials	0/1 ~ 0/2 ^	Reporting currency		© Guidance			
SUPPORT		0.4.2 Reporting currency		Other, please specify Free text					
Learning Resources	96	0.4.3 Total Enterprise Valuation		Select one item		★			
📮 Contact Us		0.6 Reporting Information	0/3 V	Add Evidence		Pre-filling the disclosure pulls in data points and			
		GHG Emissions	0/4 🗸			supporting evidence from other ESG Book			
		Commitments and Targets Transition Plan	0/3 V						
		¥				frameworks which have been mapped to the relevant data fields			
	Frar	mework navigatio	n pan	el					

Smart Prefill

 \times



SMART-PREFILL

Overview

Getting Started

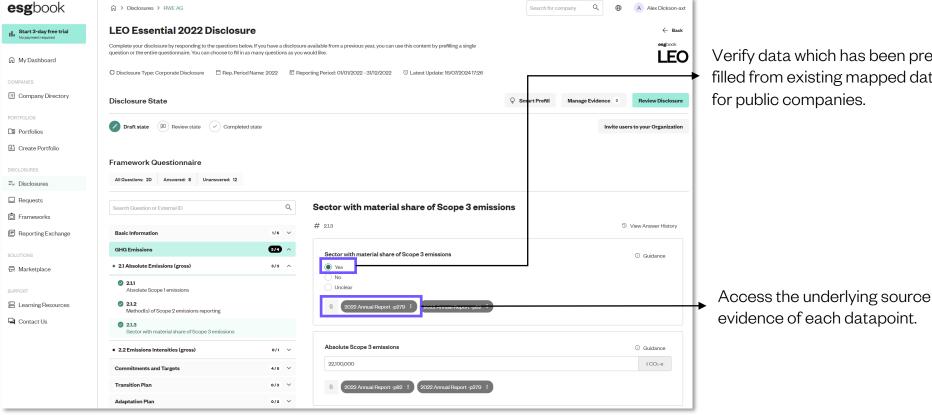
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Verify pre-filled data and enter new disclosure data

Verify data which was pre-filled from public sources and enter additional information 4



Verify data which has been prefilled from existing mapped data



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SUPPORTING EVIDENCE

5a

d

Provide supporting evidence

Select 'Manage Evidence'

				Attached File Name	Author	Created 1	Actions
esg book	A > Disclosures > RWE AG		Search for company Q. Alex Dickson-axt	SBTi Companies Taking Action 2023-08-26	3.csv alexander.dickson+rwe@esgbook.com	101011202111120	© ©
IL Start 3-day free trial	LEO Essential 2022 Disclosure		← Back	2022 Annual Report	alexander.dlickson+rwe@esgbook.com	16/07/2024 17:26	
My Dashboard	Complete your disclosure by responding to the questions below. If you have a disclos question or the entire questionnaire. You can choose to fill in as many questions as you O Disclosure Type: Corporate Disclosure	su would like.	LEO				Close
COMPANIES		eporting renor or or 2022 - 01/2/2022 O Latest opulate. In 01/2024 11/20	↓	Add Evidence			×
Company Directory	Disclosure State		Smart Prefill Manage Evidence Review Disclosure			_	
PORTFOLIOS	Draft state			Attach or select an evidenc disclosure.	e that can be used as a referenc	e for any answer	in the
D Portfolios	Draft state		Invite users to your Organization	disclosure.			
11 Create Portfolio				Upload new Evidence	Select from existing Evidences		
DISCLOSURES	Framework Questionnaire						
≡, Disclosures	All Questions: 20 Answered: 8 Unanswered: 12			Attach File *			
Requests							
Frameworks	Search Question or External ID Q	Sector with material share of Scope 3 emiss	ions	A Pa	aste, Drop or click to upload	a file	
Reporting Exchange	Basic Information 1/6 V	# 213	S View Answer History				
SOLUTIONS	GHG Emissions 374 ^	Sector with material share of Scope 3 emissions	() Guidance	Please upload a file up to 100M	B, in one of the following formats: PDF	, PNG, JPEG, JPG.	
Marketplace	2.1 Absolute Emissions (gross) 3/3		Guidance	Page Number			
SUPPORT	21.1 Absolute Scope 1 emissions	No Unclear		Add evidence page numb	er for reference		
E Learning Resources	21.2 Method(s) of Scope 2 emissions reporting	2022 Annual Report -p279 : 2022 Annual Report -p82 :		Reference snippet			
🖳 Contact Us	21.3 Sector with material share of Scope 3 emissions						
	• 2.2 Emissions Intensities (gross) 0/1 V	Absolute Scope 3 emissions	① Guidance	Free text			
	Commitments and Targets 4/s ×	22,100,000	t CO2-0	* Mandatory field			
	Transition Plan 0/3 V	0 2022 Annual Report -p82 1 2022 Annual Report -p279 1			Cance	Add Evi	idence
	Adaptation Plan 0/2 V						

Upload a file as evidence to complement disclosed information

Manage Evidence

view all the documents that have been added to this disclosure.

Please note that by deleting a document you will be deleting all linked instances you have added in individual questions of this disclosure



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DISCLOSURE HISTORY

Audit history of disclosures

Click 'View Answer History' to see which users have updated completed or draft disclosures.

Select 'View Answer History' **(5b**)

esg book	A → Disclosures → RWE AG		Search for company Q	A Alex Dickson-axt			ofindividu
II. Start 3-day free trial	LEO Essential 2022 Disclosure			\leftarrow Back			
My Dashboard	question or the entire questionnaire. You can choose to fill in as many	u have a disclosure available from a previous year, you can use this content by prefilling a single questions as you would like. 2022 臣 Reporting Period: 01/01/2022 - 31/12/2022		LEO			
Company Directory	Disclosure State		Q Smart Prefill Manage Evidence 2	2 Review Disclosure	Answer	History	
PORTFOLIOS Portfolios	Draft state Proview state Orapleted state	Invite users to your Organization					
🕕 Create Portfolio					versi	on.	
DISCLOSURES	Framework Questionnaire				Select	Label	Author 1
≂, Disclosures	All Questions: 20 Answered: 8 Unanswered: 12				۲	2022	alexander.dickson+rwe@esgbook.ci
Requests	Search Question or External ID	۹ Sector with material share of Scope 3 emis	sions			2022	alexander.dickson+rwe@esgbook.ce alexander.dickson+rwe@esgbook.ce
 Frameworks Reporting Exchange 	Basic Information	# 213	l l	③ View Answer History		2022	richardJknop@esgbook.com <richan< td=""></richan<>
SOLUTIONS	GHG Emissions	Sector with material share of Scope 3 emissions		③ Guidance		2022	richard.knop@esgbook.com <richan< td=""></richan<>
🛱 Marketplace	• 2.1 Absolute Emissions (gross)	s/s ^ () Yes					
SUPPORT	2.1.1 Absolute Scope 1 emissions	No Unclear			_		
E Learning Resources	21.2 Method(s) of Scope 2 emissions reporting	2022 Annual Report -p279 2022 Annual Report -p82	1				
P Contact Us	21.3 Sector with material share of Scope 3 emissions						
	• 2.2 Emissions Intensities (gross)	o/1 ~ Absolute Scope 3 emissions		Guidance			
	Commitments and Targets	4/5 × 22,100,000		t CO2-0			
	Transition Plan	0/3 ∨ () 2022 Annual Report - p82 : 2022 Annual Report - p279 :	ļ				
	Adaptation Plan	0/2 ~					

In addition to prefilling disclosures based on historical or other disclosures, users can also view the Answer History ual datapoints

knon@esthook.com

t knon@esebook.cc

A

Close

Created 1 16/07/2024 17:26

16/07/2024 15:39

16/07/2024 11:34

16/07/2024 11:24

16/07/2024 11:21

Prefill from Answer History



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DISCLOSURE REVIEW

Review draft disclosure

Click 'Review Disclosure' to complete the draft and request review by an Admin user.

Select 'Review Disclosure' 6

ook	A → Disclosures → RWE AG			Search for company Q	Alex Dickson-a	
lay free trial	LEO Essential 2022 Disclo	sure			← Back	
hboard	Complete your disclosure by responding to the question question or the entire questionnaire. You can choose to the state of the second secon		ire available from a previous year, you can use this content by prefilling a single I would like.			
	C Disclosure Type: Corporate Disclosure 🗎 Rep.	Period Name: 2022 🛛 🖻 Re	eporting Period: 01/01/2022 - 31/12/2022 🛛 🛈 Latest Update: 16/07/2024 17:26		↓ I	
ny Directory	Disclosure State	Q Smart Prefill Manage Evidence	2 Review Disclosure			
96	Draft state 🖉 Review state 🗸 Com	Draft state 🙆 Review state 🕑 Completed state				
Portfolio						
	Framework Questionnaire					
ires	All Questions: 20 Answered: 8 Unanswered: 1	2				
ts	Search Ouestion or External ID	Q	Sector with material share of Scope 3 emiss	ions		
ng Exchange	Basic Information	1/6 ~	# 213		3 View Answer History	
	GHG Emissions	3/4 ^	Sector with material share of Scope 3 emissions		① Guidance	
blace	• 2.1 Absolute Emissions (gross)	3/3 ^	Yes			
	21.1 Absolute Scope 1 emissions		No Unclear			
Resources	21.2 Method(s) of Scope 2 emissions reporting		0 2022 Annual Report -p279 1 2022 Annual Report -p82 1			
Us	21.3 Sector with material share of Scope 3 emissions					
	• 2.2 Emissions Intensities (gross)	0/1 🗸	Absolute Scope 3 emissions		① Guidance	
	Commitments and Targets	4/5 V	22,100,000		t CO2-e	
	Transition Plan	0/3 ~	0 2022 Annual Report - p82 1 2022 Annual Report - p279 1			
	Adaptation Plan	0/2 ~				

Any user in an organization can update the status of the disclosure to Review Disclosure once questions have been preliminarily answered.

This allows the disclosure to be reviewed by for Administrator users before the step of sharing the disclosure.

A

Please see the Organization Management section for instructions on nominating roles and responsibilities for users



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Publishing a new or updated disclosure

7a Select 'Complete Disclosure'

PUBLISHING DISCLOSURES

	LEO Essential 2022 Disclosure				
II. Start 3-day free trial No payment required	LEO Essential 2022 Disclosure	← Back Is year you can use eggbook			
ଲି My Dashboard	Complete your disclosure by responding to the questions below. If you have a disclosure available from a previou this content by prefilling a single question or the entire questionnaire. You can choose to fill in as many questions O Disclosure Type: Corporate Disclosure C Rep. Period Name: 2022 Reporting Period: 01/01/202	Complete Disclosure is the last stage of the Disclosure journey which is available to Admin			
COMPANIES	Disclosure State				
PORTFOLIOS	🖉 Draft state 🛛 Review state 🧹 Completed state	Invite users to your Organization	users.		
Create Portfolio DISCLOSURES DISCLOSURES DISCLOSURES DISCLOSURES DISCLOSURES DISCLOSURES	Framework Questionnaire				
Frameworks	Search Question or External ID Q		Complete and Manage Access ×		
Reporting Exchange SOLUTIONS Marketplace SUPPORT Learning Resources Contact Us	Transition Plan 0/3 V questionnai	Review your disclosure. iew your responses, you can navigate through the re in any order. To edit your questions, please select the lit Disclosure button to revert to a draft state.	Manage view access Manage view access Manage view access Applicity or privately with the selected organization and that you hold the suitable authority to do so. Private. Disclosure visible to your organization or specified organizations Public. Anyone on platform can view this disclosure: You can share your Disclosure with selected organizations Please, esarch and add an organization Enter organization name Q Organizations with access to this Disclosure fort Bank ©		

Cancel Share



PUBLISHING DISCLOSURES

Overview

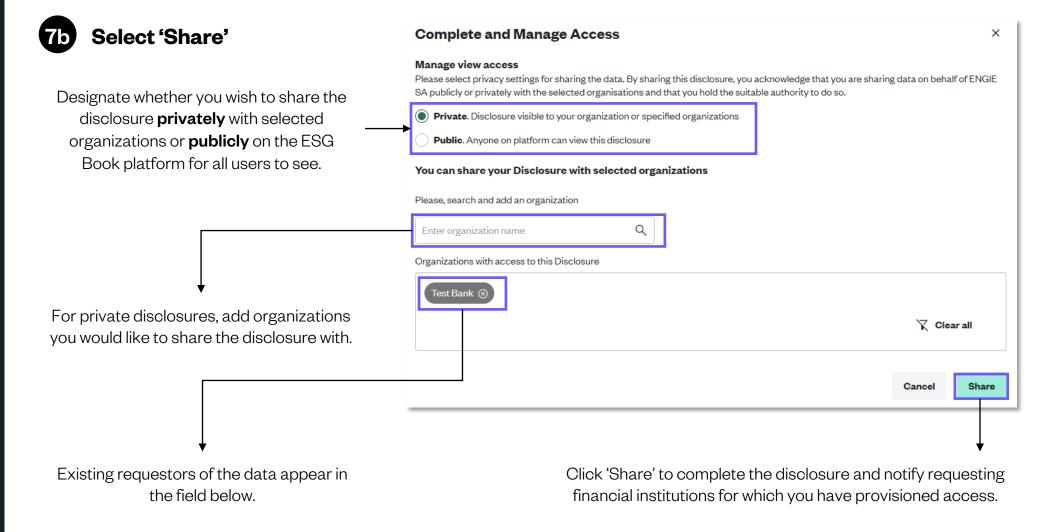
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Manage access to disclosure

DISCLOSURE ACCESS

Continually manage access to the disclosure through the 'Disclosures' page in case of new requests.

8 Navigate to the 'Disclosures' tab and manage access to private disclosures'

Book allows for cro	'ES rformance and discl ss functional, audital:		cross all the world's major sto ation on preparing internal ES		Search for	r company (Flexibly add to the list of permitted organizations to view your disclosed data for private disclosures.
KPIs for reporting c	ycies.								Share Disclosure "LEO Essential @ 2022" ×
O filters selected								© Hi	
									You can view and manage your disclosure sharing settings, in order to grant access to selected organizations.
State		✓ Select one	or more Frameworks	✓ Disclosure type		✓ Privacy			Please, search and add an organization Enter organization name
Reporting Start d	ate	🗄 — Reportin	g End date	Ē					
									Organizations with access to this Disclosure
									Test Bank 2 🛞 Test Requestor 🛞
State ↑↓	Company $\uparrow\downarrow$	Framework Name \downarrow^{F}	Rep. Period Name $\uparrow\downarrow$	Reporting Period 🗍 🛛 Di	Disclosure Type ↑↓	Privacy ↑↓	Latest Update	î↓	X Clear all
Completed	RWE AG	LEO Essential	2022	01/01/2022 - 31/12/2022 Co	Corporate Disclosure	Private	07/05/2024 11:00	6	Cancel Save
Review	RWE AG	LEO Essential	2022	01/01/2022 - 31/12/2022 Co	Corporate Disclosure	Public	16/07/202	View	Settings
Completed	RWE AG	LEO Core	2023	01/01/2023 - 31/12/2023 Co	Corporate Disclosure	Private		-	Disclosure



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SUPPORT

Get in Touch

Contact the ESG Book team today for enquiries including:

- Platform Demos
- Support on Platform Navigation
- Support on technical issues
- Access to additional services



Helpdesk

Access the link here



Website

www.esgbook.com

