

A summary of EIRIS' policy on confidentiality in relation to companies

Q: Is the information companies send to EIRIS kept confidential?

A: Generally, no. We distribute the results of our research including information contained in survey responses to our clients. However, we do accept reasonable confidentiality restrictions on documents and information provided. We do not, for example, distribute copies of management system manuals, employee handbooks, or documents clearly marked "confidential." In some situations we will summarise the information, extract key aspects, or indicate that EIRIS has seen evidence that fulfils the criteria. We may distribute a copy of your survey response to clients, but do not generally do so. If you have any specific concerns, please contact us directly at surveys@eiris.org.

Q: What will you do with the information?

A: The information we gather contributes to our assessment of your Company. We assess each Company against a set of global criteria. In addition to the information you provide in this survey, we may also use:

- Publicly available information and documents from your Company (e.g. website, annual report, CSR report, etc.)
- Information from independent regulatory and other industry sources
- Searches of the press and NGO publications

The assessment results are made available to our clients who decide which criteria to use and how. Our clients and EIRIS may also use the information in a variety of other ways such as in commissioned research publications, reports to investors, constructing ethical indices, ranking/comparing companies, and for charity donor-screening.

[from Survey 2006, Frequently Asked Questions (FAQs), February 2006]
Minor amendment October 2008

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