



STEP-BY-STEP:

FIND COMPANY CSR REPORTS IN SUSTAINALYTICS

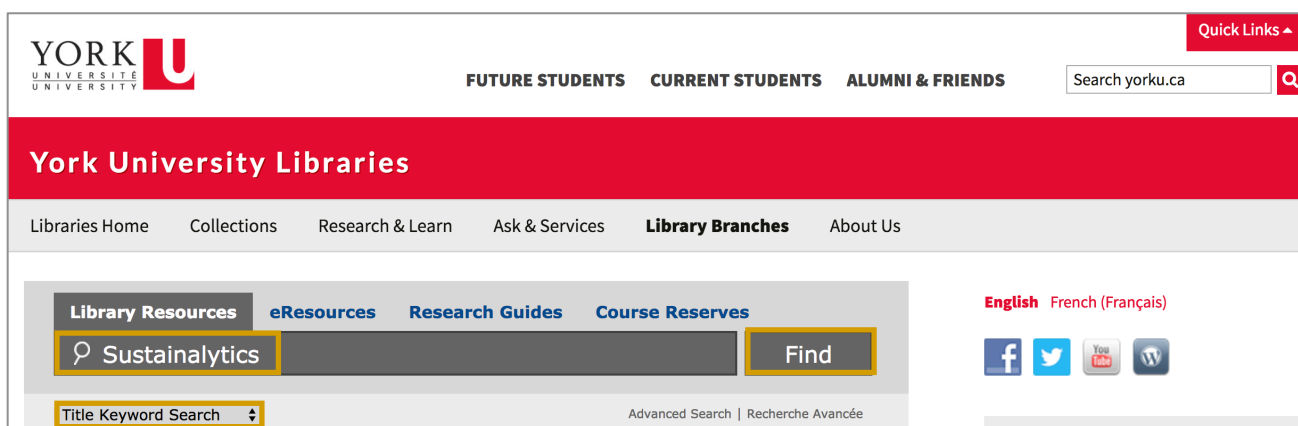
Use this document to learn how to retrieve corporate social responsibility reports for companies with Sustainalytics.

FIND COMPANY CSR REPORTS IN SUSTAINALYTICS 2

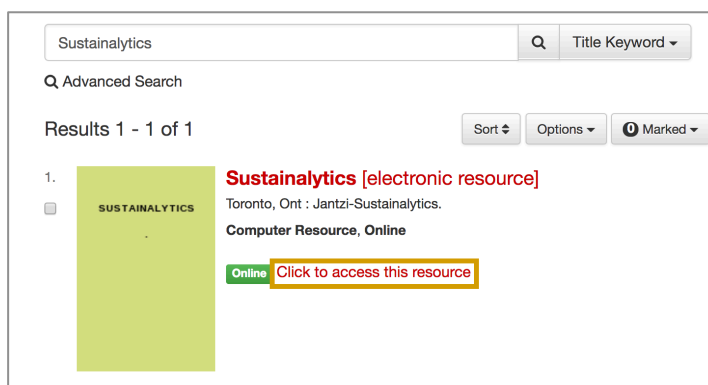
FIND COMPANY CSR REPORTS IN SUSTAINALYTICS

For over 25 years, Sustainalytics has produced analyst reports that rate companies on their environment, social, and governance (ESG) performance. York's subscription provides access to ESG reports, controversy reports, and compliance reports for approximately 3,500 companies.

- 1 Start at the York University Libraries [homepage](#). Enter **Sustainalytics** in the search bar, select **Title Keyword Search** from the search dropdown menu, and click **Find**.

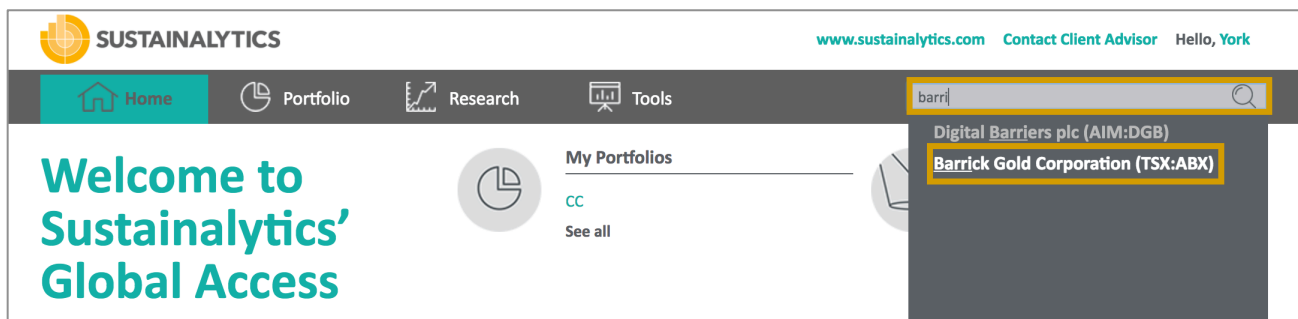


- 2 Click **Click to access this resource**.

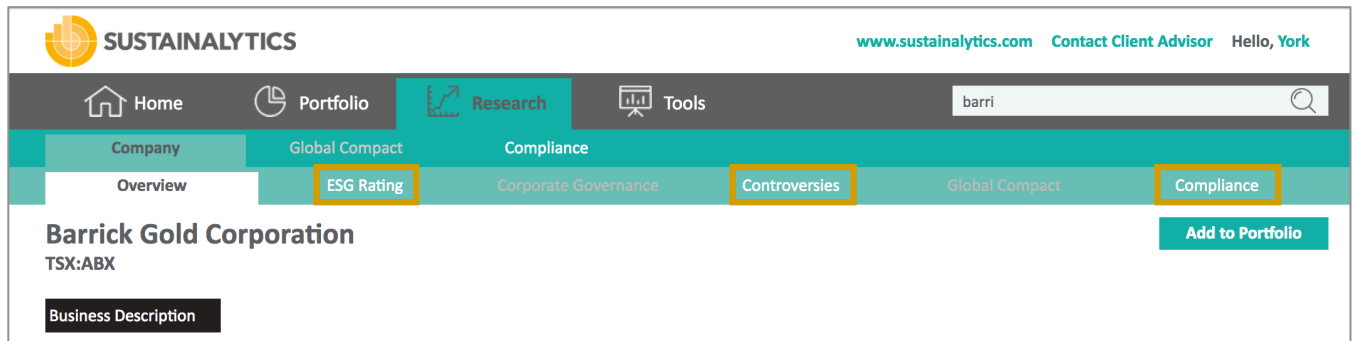


- 3 Enter the company's name in the **Search bar** on the top-right side. A drop-down list of options will appear. Click the **company's name** in the drop-down list.

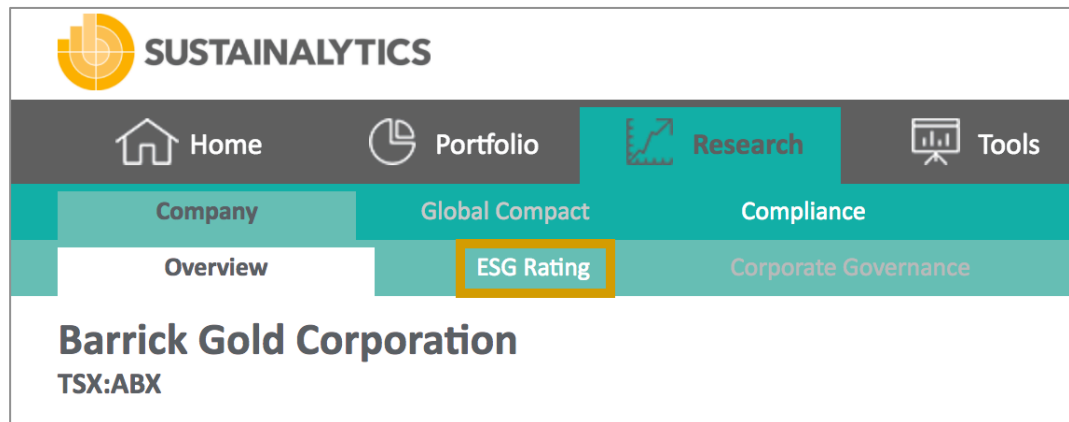
- **Tip:** Only companies in white font are included in York's subscription.



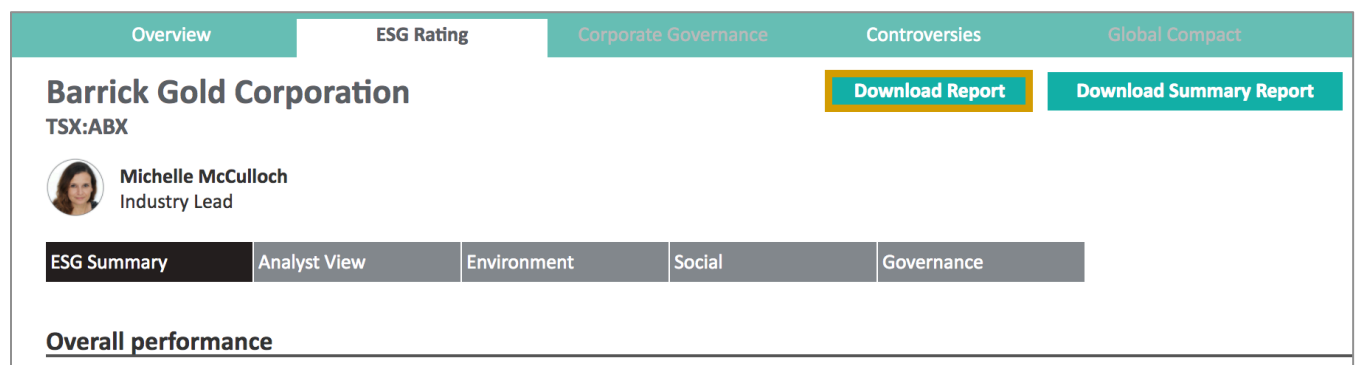
- 4 The company's overview page will open. York's subscription only provides access to the **ESG Rating**, **Controversies**, and **Compliance** reports.



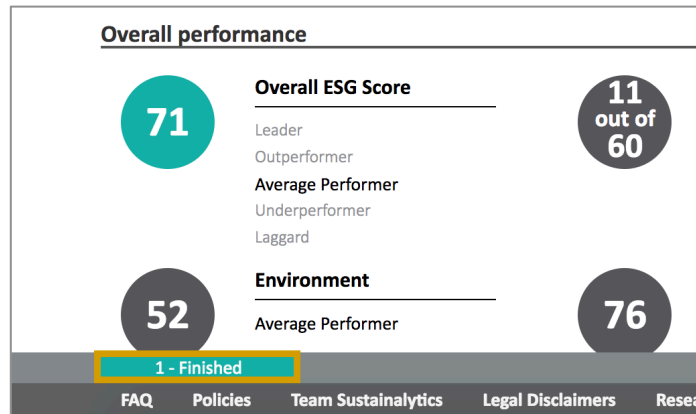
- 5 Click the **ESG Rating** tab to access this section of the company's report.



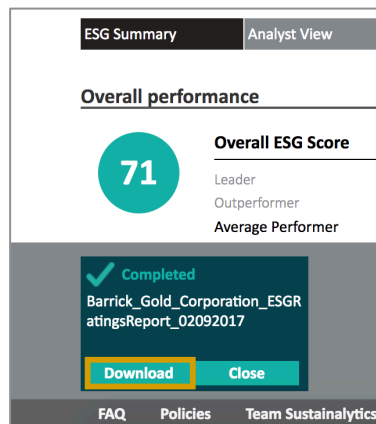
- 6 Click **Download Report** to access the full ESG report.



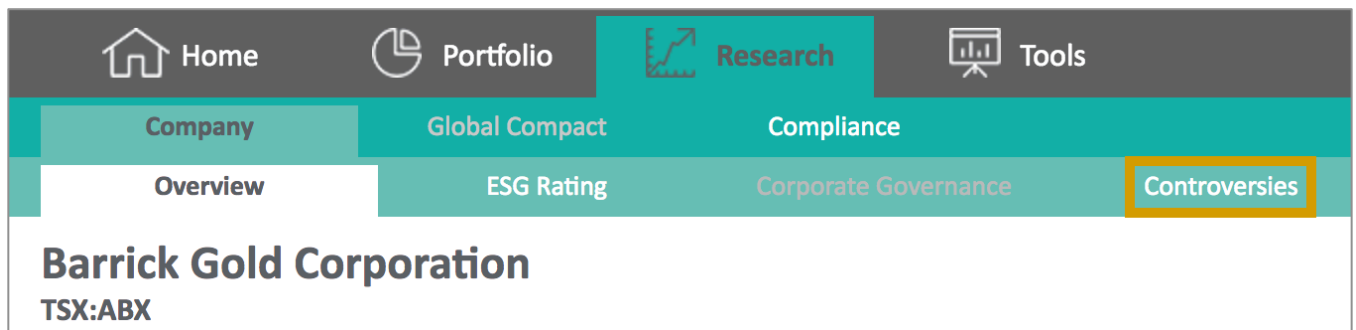
- 7** At the bottom left-side of the page, the report will start downloading. When the download is complete, the **Finished** button will show. Click the **Finished** button.



- 8** Click **Download** to access the complete report.



- 9** While the **ESG Report** include sections on company controversies, you can access the full Controversies report by clicking the **Controversies** tab.



10 Click **Download Report** to access the full Controversies report.

The screenshot shows the 'Controversies' tab selected in the top navigation bar. Below the navigation bar, the company name 'Barrick Gold Corporation' and its ticker 'TSX:ABX' are displayed. On the right side, there is a yellow button labeled 'Download Report'. Below this, there is a horizontal menu with four tabs: 'Summary' (which is highlighted in black), 'Environment', 'Social', and 'Governance'.

11 At the bottom left-side of the page, the report will start downloading. When the download is complete, the **Finished** button will show. Click the **Finished** button.

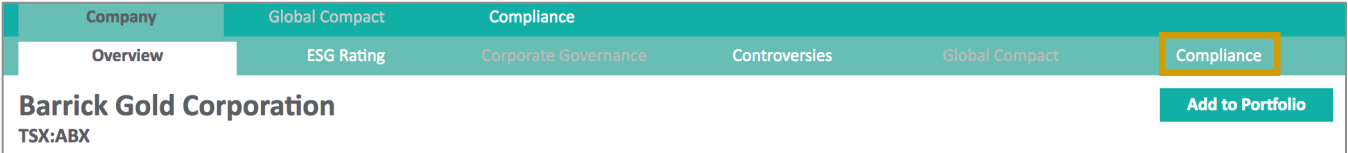
This screenshot shows a progress bar at the bottom of the page. The progress bar is a horizontal line with a yellow segment on the left and a grey segment on the right. Below the progress bar, there is a button labeled '1 - Finished' which is highlighted in yellow. To the right of this button, there are three links: 'FAQ', 'Policies', and 'Team Sustainability'.

12 Click **Download** to access the complete report.

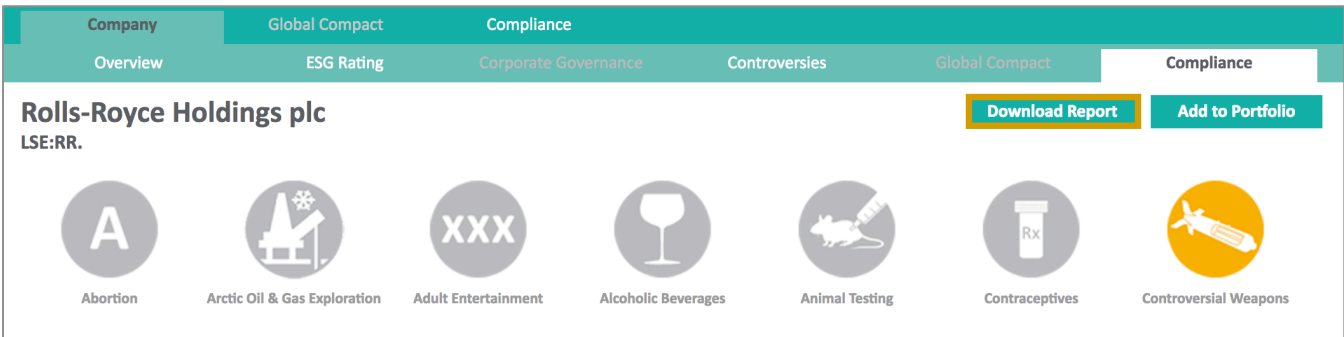
This screenshot shows a dialog box that appears when the report download is complete. The dialog box has a title bar that says 'Qualitative performance'. Inside the dialog, there is a large yellow circle with the number '5' inside it. To the right of the circle, there is text that says 'Highest Controversy Level' and 'Operations Incidents Emissions, Effluents and Waste'. At the bottom of the dialog, there is a green checkmark icon followed by the word 'Completed'. Below this, there is a text field containing the filename 'Barrick_Gold_Corporation_ControversyReport_02092017'. At the bottom of the dialog, there are two buttons: 'Download' (highlighted in yellow) and 'Close'.

13 Access the company's full Compliance report by clicking the **Compliance** tab.

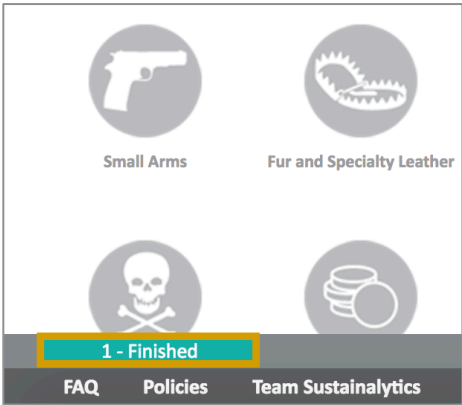
- **Tip:** Not all companies will have a compliance report, as Sustainalytics only tracks specific compliance areas (i.e. alcohol, controversial weapons, oil sands).



14 Click **Download Report** to access the full Compliance report.



15 At the bottom left-side of the page, the report will start downloading. When the download is complete, the **Finished** button will show. Click the **Finished** button.



16 Click **Download** to access the complete report.

