

**Questionnaire annexed to applications to a public procurement contract  
describing the Corporate Social Responsibility (CSR) approach.**

Environmental component
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**- Action n°1 : Are you taking steps to reduce CO2 emissions from your vehicle fleet (car sharing, promoting the use of soft or collective transports)?**

- ☐ Yes
- ☐ No

If yes, which steps:  
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.....

**- Action n°2 : Are you taking steps to reduce the energy consumption of your buildings?**

- ☐ Yes
- ☐ No

If yes, which steps:  
.....  
.....

**- Action n°3 : Are you taking steps to reduce paper consumption in your company?**

- ☐ Yes
- ☐ No

If yes, which steps:  
.....  
.....

**- Action n°4 : As part of an environmental approach, do you use recycled paper?**

- ☐ Yes
- ☐ No

If yes, in which proportion?  
.....  
.....

**- Action n°5 : Are you taking steps to reduce and recycle/upcycle the waste of your company?**

- ☐ Yes
- ☐ No

If yes, which steps (in particular reduction of the volume of packaging):  
.....  
.....

- **Action n°6** : Regarding the functioning of your structure, do you use eco-friendly products?

- ☐ Yes
- ☐ No

If yes, on which purchases?

- ☐ Stationary
- ☐ Cleaning the premises
- ☐ Food and Catering
- ☐ Clothing
- ☐ Employee protection
- ☐ Maintenance of green spaces
- ☐ Furniture
- ☐ Others

If others, specify:

.....

.....

Are the products certified?

- ☐ Yes
- ☐ No

If yes, specify the label:

.....

.....

- **Action n°7** : *Do you demand or encourage that your providers follow a particular environmental approach?*

- ☐ Yes
- ☐ No

If yes, specify:

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.....

- **Action n°8** : *Do you encourage the use or use renewable energy for the operation of your structure?*

- ☐ Yes
- ☐ No

If yes, which share of renewable energy?

.....

.....

- Action n°9 : Are you taking steps to limit the discharges of your company into the air, water and soil?

- ☐ Yes
- ☐ No

If yes, specify:  
.....  
.....

- Action n°10 : Are you taking steps to reduce noise and other nuisances within your company?

- ☐ Yes
- ☐ No

If yes, specify:  
.....  
.....

- Other actions pertaining to the environment and implemented by your company:

.....  
.....

**- Action n°1 : Have you developed a youth employment policy in your company?**

- ☐ Yes  
☐ No

If yes, specify:

.....  
.....

**What is the employment rate of young people (under 26 years old) in your company?**

.....  
.....

**- Action n°2 : Did your organization participate directly or indirectly in a specific scheme to hire people who were unemployed for a prolonged period?**

- ☐ Yes  
☐ No

If yes, which scheme?

.....  
.....

**- Action n° 3 : Have you developed a specific policy for the employment of seniors in your company?**

- ☐ Yes  
☐ No

If yes, specify:

.....  
.....

**What is the employment rate of seniors (above 50 years old) in your company?**

.....  
.....

**- Action n°4 : Have you developed a specific policy to ensure gender equality within your company?**

- ☐ Yes  
☐ No

If yes, specify:

.....  
.....

**What is the proportion of women among the executives of your company?**  
.....  
.....

**- Action n°5 : Have you developed a specific scheme for the recruitment and retention of employees with disabilities?**

- ☐ Yes
- ☐ No

If yes, which scheme?  
.....  
.....

**What is the employment rate of employees with disabilities in your company?**  
.....  
.....

**- Action n°6 : Do you use apprenticeship?**

- ☐ Yes
- ☐ No

If yes, specify the number of apprentice on average per year. How many of them were subsequently offered a permanent position?  
.....  
.....

**- Action n°7 : Do you use another form of integration of people in training (internship, alternation...)?**

- ☐ Yes
- ☐ No

If yes, specify the number of contract or convention on average per year:  
.....  
.....

**- Action n°8 : Do you use part-time?**

- ☐ Yes
- ☐ No

If yes, specify on average the percentage of part time within your organization  
.....  
.....

**- Action n°9 : What is your layoff rate in recent years?**

Year 2014:

Year 2015:

Year 2016:

**If terminations have occurred, can you specify if coaching was provided and describe?**

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.....

**- Action°10 : Have you developed a training plan for your employees?**

☐ Yes

☐ No

**- Action n°11 : Does your company implement a scientific approach, other than that imposed by regulations, to ensure safety and quality of life at work?**

☐ Yes

☐ No

If yes, specify:

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.....

**What is the accident rate of your organization over the last 3 years?**

Year 2014:

Year 2015:

Year 2016:

**- Action n°12 : Can you specify the methods used for social dialogue in your company?**

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**- Action n°13 : Have you taken any action to prevent corruption?**

☐ Yes

☐ No

If yes, specify:

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.....

**- Action n°14 : How do you manage the relationship with your sub-contractors?**

☐ Integration of sub-contractors in the company strategy

☐ Format audit of sub-contractors

***In what ways:***  
.....  
.....

☐ Quality monitoring of sub-contractors

***In what ways:***  
.....  
.....

☐ No special procedure

- Other actions pertaining to the social and societal component and implemented by your company:  
.....  
.....

**- Action n°1 : What is the average time to pay your suppliers?**

.....

.....

**Did you set up a specific procedure to reduce the delay?**

☐ Yes

☐ No

If yes, specify:

.....

.....

**- Action n°2 : Among your suppliers, do you count ESAT, Adapted Enterprises and / or Integration Companies?**

☐ Yes

☐ No

If yes, what is the annual amount and / or the proportion of contracts entrusted to them?

.....

.....

**- Action n°3 : Do you have among your suppliers, companies from the fair trade sector? Social and Solidarity Economy?**

☐ Oui

☐ Non

If yes, what is the annual amount and / or the proportion of contracts entrusted to them?

.....

.....

**- Action n°4 : Do you voluntarily take part in initiatives to develop your territory?**

☐ Yes

☐ No

**If yes, in what form?**

☐ Local preferential recruitments

☐ Use of local businesses

☐ Mecenats, partnerships, sponsorship

☐ Participation in territorial networks (CJD, consular assemblies, others)

**Specify how this approach is implemented:**

.....

.....



**- Action n°5 : What is the degree of integration of CSR approach in the governance of your structure?**

- ☐ Integration into the corporate strategy
- ☐ External communication on this subject
- ☐ Internal promotion of sustainable development issues
- ☐ CSR performance evaluation
- ☐ Other

If other, please specify:

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**- Other actions pertaining to the economic component and implemented by your company:**

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*Please specify the tables and certifications of your company (only those related to environmental, social or societal development)*

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