

A circular inset image on the left side of the slide shows an aerial view of a large container yard. The yard is filled with numerous colorful shipping containers (red, blue, green, purple, orange) stacked in neat rows. Several yellow gantry cranes are visible, positioned over the stacks of containers. The ground is paved, and there are some yellow markings on the surface.

# Training for Procurement Teams

CDP Standard Member Webinar Series

May 2026

# Agenda

About CDP & the Supply Chain Program

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Pre-Disclosure (Questionnaire and Timeline)

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During the Disclosure Cycle (Access and engagement)

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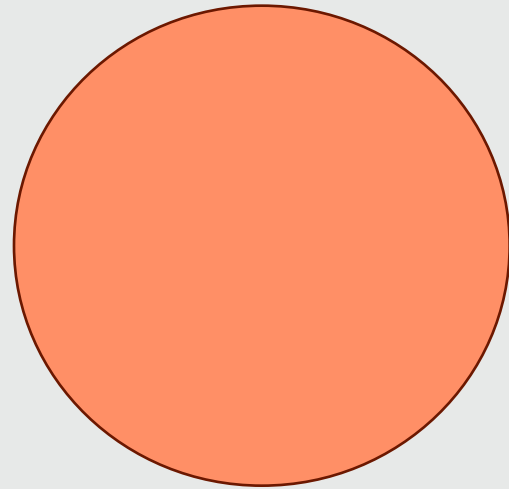
After the Disclosure Cycle (Data and Action)

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FAQs & Resources for Procurement Teams

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# Speakers



XXX

XXX

CDP

XXX

XXX

CDP



# About CDP and the Supply Chain Program



# CDP runs the world's largest environmental disclosure platform and supplier network



**250+**

Supply Chain Members - including Microsoft, Walmart, Unilever, L'Oréal and more

**\$110 trillion**

in assets held by 540+ financial institutions

**10,900+**

SME disclosers

**22,100+**

disclosing companies worth more than half of global market capitalization

**110 countries**

Corporate disclosers were based in approx. 110 countries in 2025



# One response for multiple stakeholders and needs



250+ members

Request  
information



Data &  
insights



~45,000 suppliers

Questionnaire



Information



- Identify and request key suppliers
- Efficiently source data and reduce reporting burden
- Use disclosed data to measure supplier environmental impacts and track progress

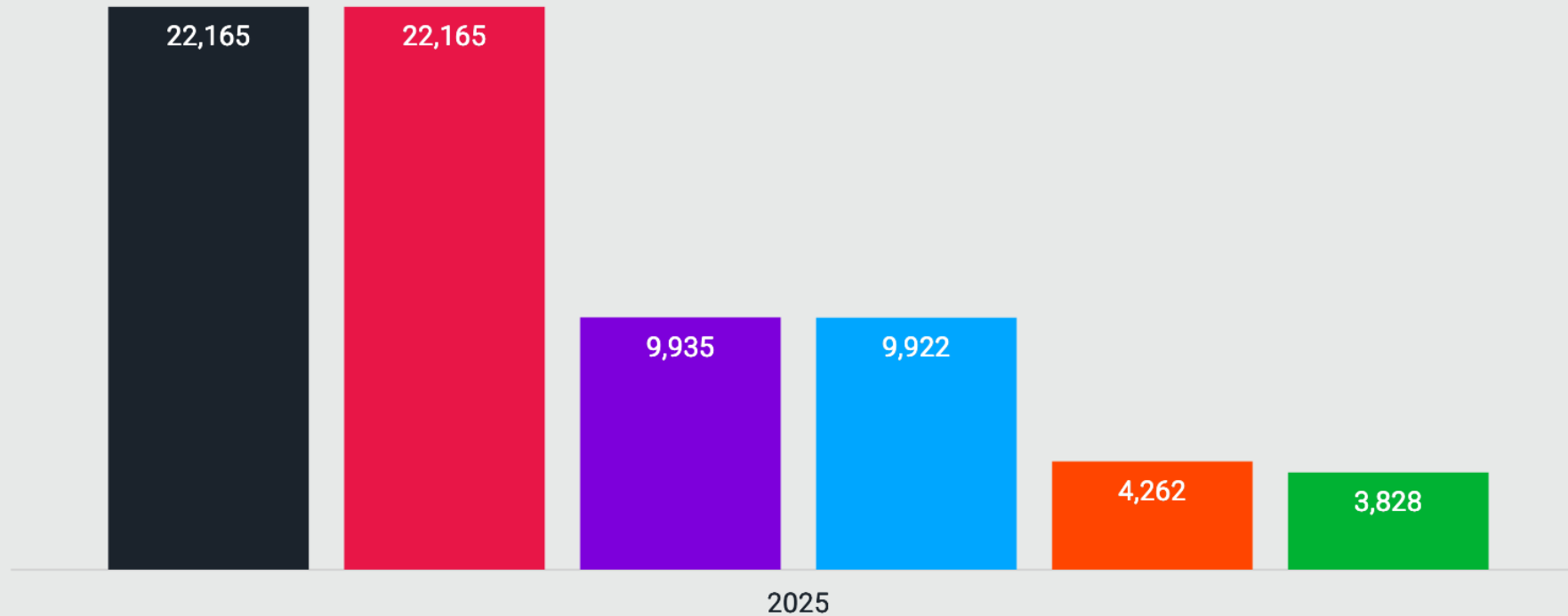
- Requested suppliers to disclose qualitative and quantitative data
- Suppliers improve responses based on feedback and engagement



# Corporate disclosure via CDP remains strong

Number of corporate disclosures by environmental theme in 2025

■ Total disclosing companies ■ Climate change ■ Biodiversity ■ Water security ■ Plastics ■ Forests



**22,100+** companies worth two-thirds of global market cap disclosed in 2025

**4,400+** companies started their disclosure journey for the first time in 2025



# Supply Chain Overview

## Supply Chain vs Operational Emissions

Upstream Scope 3 emissions are, on average, **26x higher** than companies' Scope 1 and Scope 2 emissions.

## Cost vs Mitigation

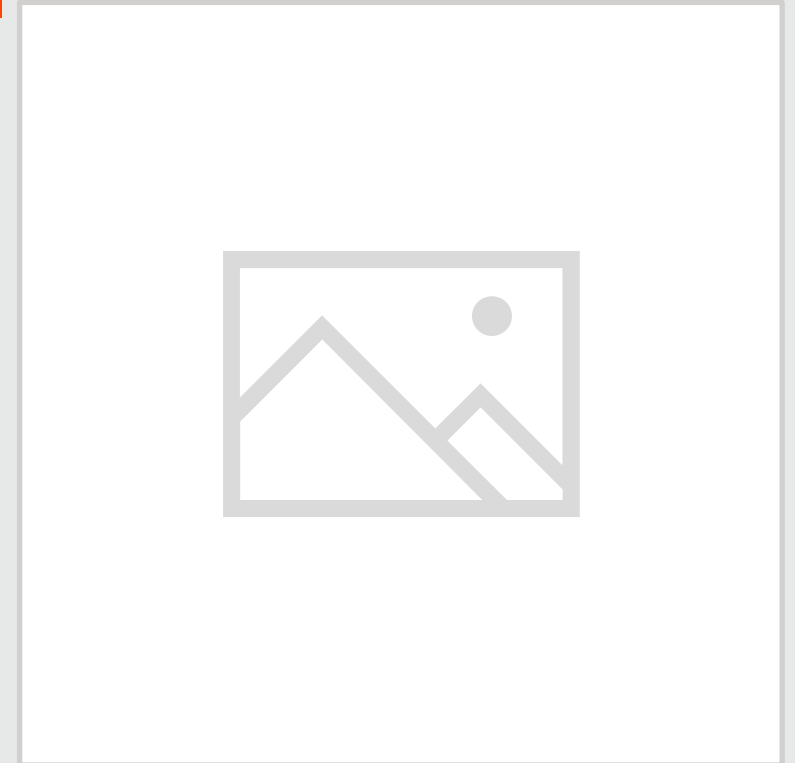
Companies estimate a total of **US\$162 billion in potential financial risks** tied to supply chain climate-related risks, which is **2.9x greater** than the **US\$56 billion** needed to mitigate these risks.

## Driving Supply Chain Transparency and Action

Nearly **90% of all CDP disclosures** were either fully or partly enabled by Supply Chain members in 2024-2025.

## Opportunities

Companies estimate that upstream climate-related opportunities could result in **US\$165 billion** in potential financial gains, which is **8.4x greater** than the **US\$19.7 billion** needed to realize these opportunities.



# How buyers use our data

CDP data shows companies are embedding sustainability into business-as-usual procurement practices:



In 2023, only 41% of companies were engaging their suppliers on climate.



In 2024, 58% of companies were engaging their suppliers on sustainability matters beyond climate.



In 2025, this figure increased to just over 60%.

## Inform procurement decisions

CDPs data and scores drive investment and procurement decisions at a broad scale.

## Get ahead of Scope 3 regulation

CDP disclosers are 6.6x more likely to have Scope 3 targets with a 1.5°C-aligned transition plan.

## Cut emissions and cost and manage impact

67% of large corporates and SMEs identified environmental risks with substantive financial effects in 2024.

## Strengthen supplier engagement

Understand their supply chain, manage risk and unlock opportunities for short and long-term business benefits.



# Benefits of Integrating Supplier Data into Procurement Processes

## Alignment on supplier performance metrics

- Understand where suppliers are currently and establish ambition in line with your goals and targets.
- Encourages procurement decisions to actively support your broader sustainability goals, rather than acting in silos.

## Informs communications to suppliers (engagement and feedback)

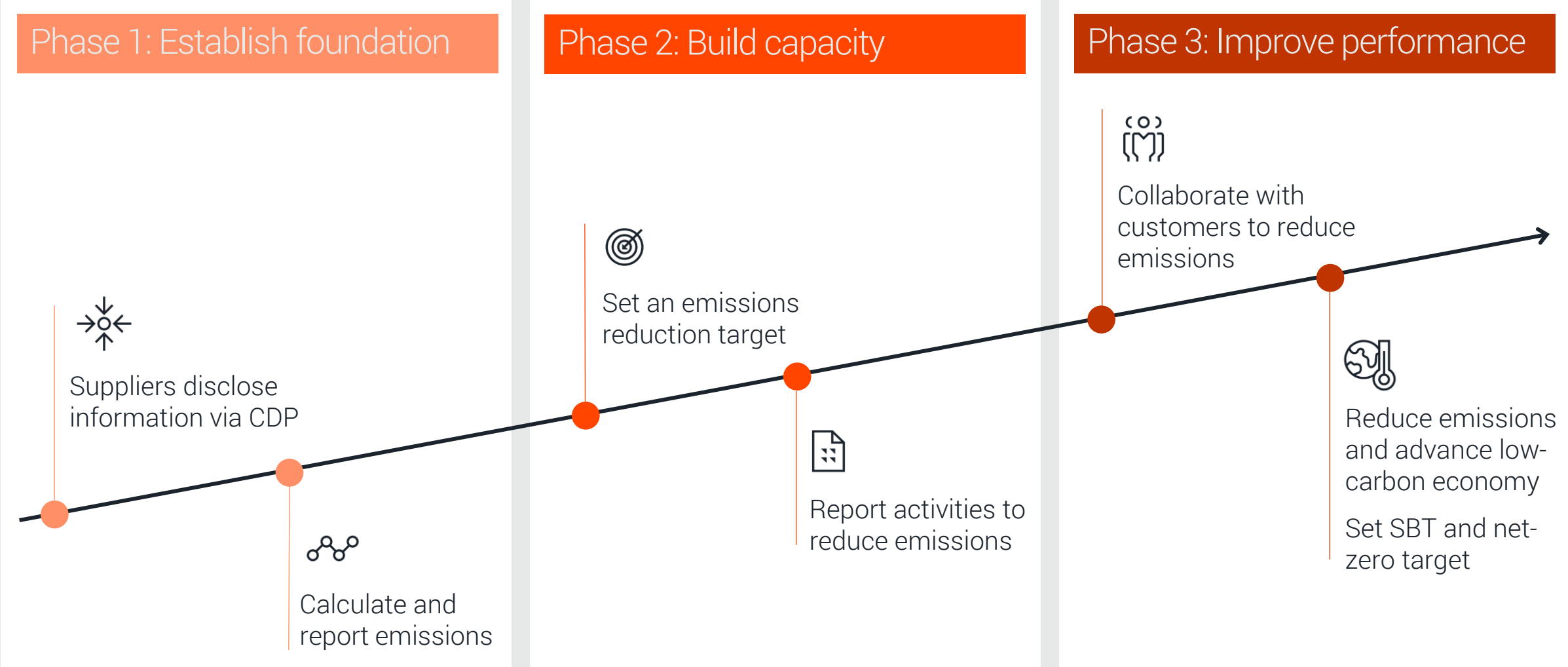
- Collecting primary data allows procurement teams to directly engage suppliers on areas of improvement, give targeted feedback and drive year-on year progression.
- When buyers implemented employee awareness campaigns or training programs on climate-related issues, their suppliers were **2.3 times more likely** to disclose emissions related to their purchased goods and services (source [Strengthening the Supply Chain](#))

## Proactive risk management and direct impact

- CDP data can help anticipate and manage risk and opportunities, bringing about both short and long-term business benefits
- Procurement have significant direct influence with suppliers – sustainability teams can leverage this partnership to further their impact.



# Example roadmap for data-driven supplier action





# Pre-Disclosure

Understanding the CDP questionnaire and timeline



# Disclosure timeline 2026



Prepare

Disclose

Access insights

Mar Apr May Jun Jul Aug Sep Oct Nov Dec Jan Feb

**w/c 20 Apr**  
Question bank published

**w/c 27 Apr**  
Questionnaire, scoring methodology & guidance available  
Requesters can access Portal to build and submit lists

**8 Jun**  
Deadline for Requesters to submit lists  
**w/c 15 Jun**  
The 2026 response window opens

**w/c 14 Sep**  
Deadline to submit responses eligible for a CDP score

**w/c 26 Oct**  
Deadline to submit unscored responses and all edits

**w/c 30 Nov**  
2026 scores available via the CDP Portal  
2026 scores and A Lists published on the CDP website

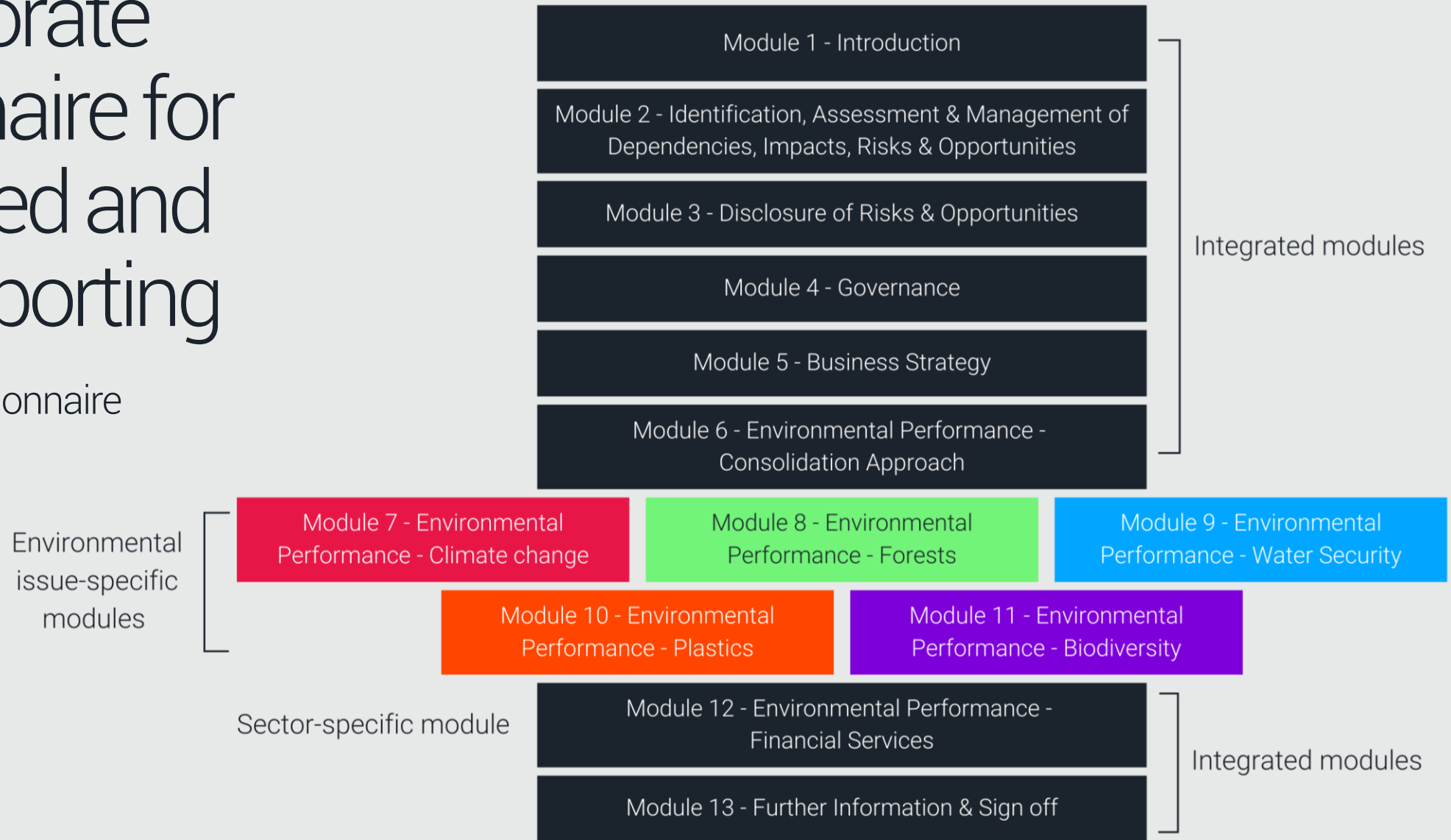
- Start supplier onboarding process
- Request list upload
- Identify & communicate w/ key suppliers
- Internal Procurement Training

- Minor edits to supplier list
- Mapping of suppliers (subsidiary-parent) when necessary
- Supplier support webinars
- Further engagement with suppliers

- Data products released (including Scores)
- Post-disclosure reviews with Account Managers
- Feedback to suppliers
- Analysis and use of disclosure results

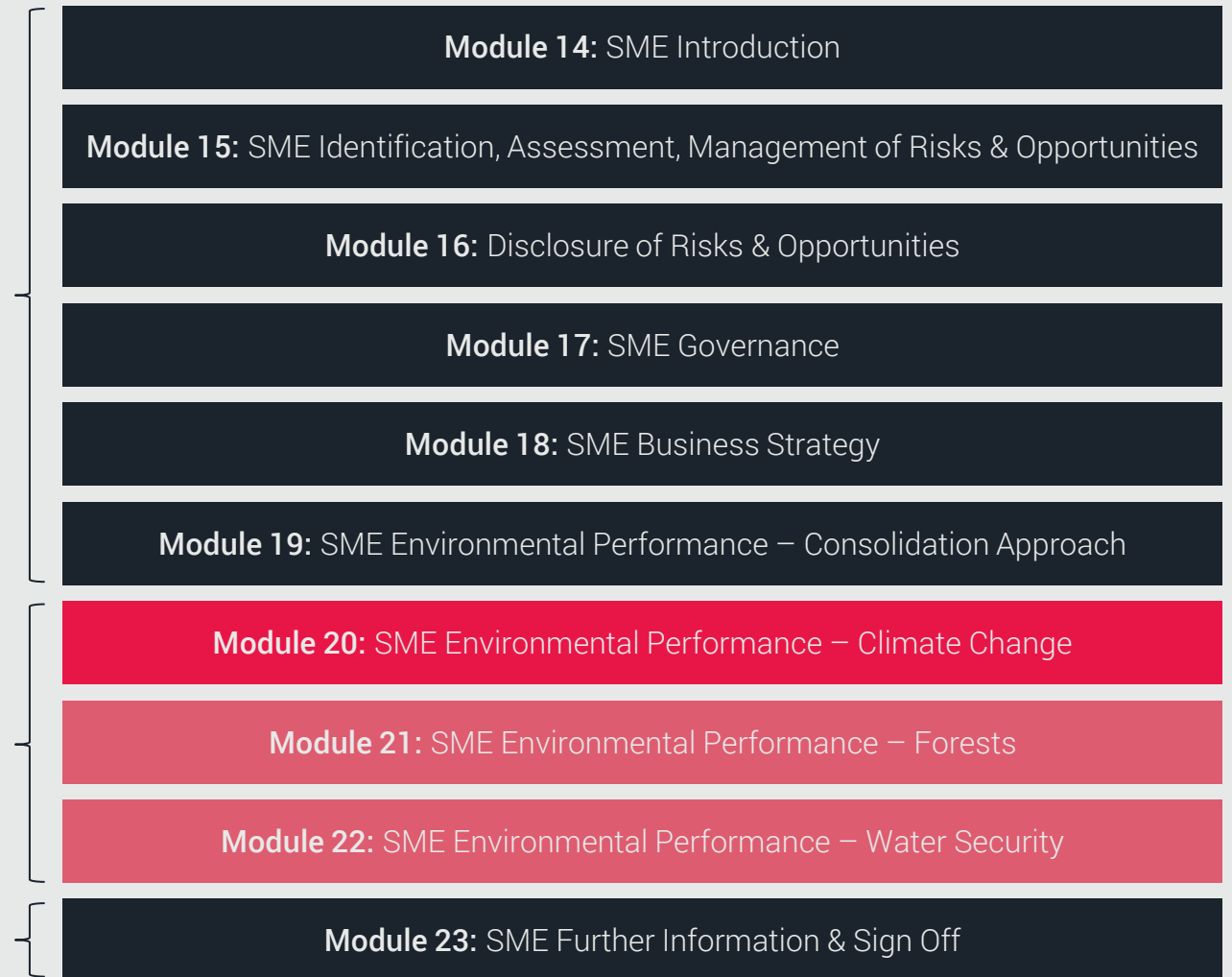
# One corporate questionnaire for streamlined and holistic reporting

Full corporate questionnaire structure:



# CDP SME questionnaire - making it easier for SMEs to disclose and take action

SME questionnaire structure:



# The role of SMEs

## Significant economic actors

SMEs account for **70-90% of all firms** and rely heavily on financing from banks. However, they are largely excluded from mainstream environmental reporting practices and regulation.

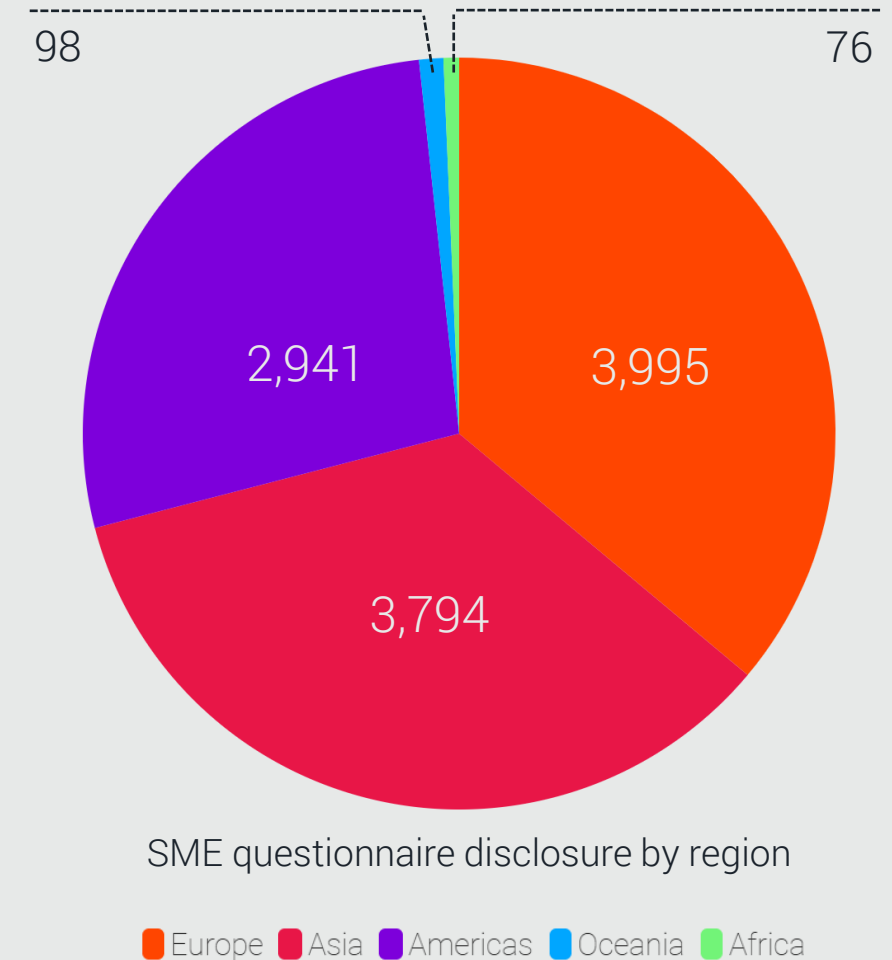
## Major players in global value chains

With SMEs largely omitted from mainstream environmental reporting, many capital markets and purchasers **lack sufficient insight** into **the full extent** of risks, opportunities and impacts across portfolios and supply chains.

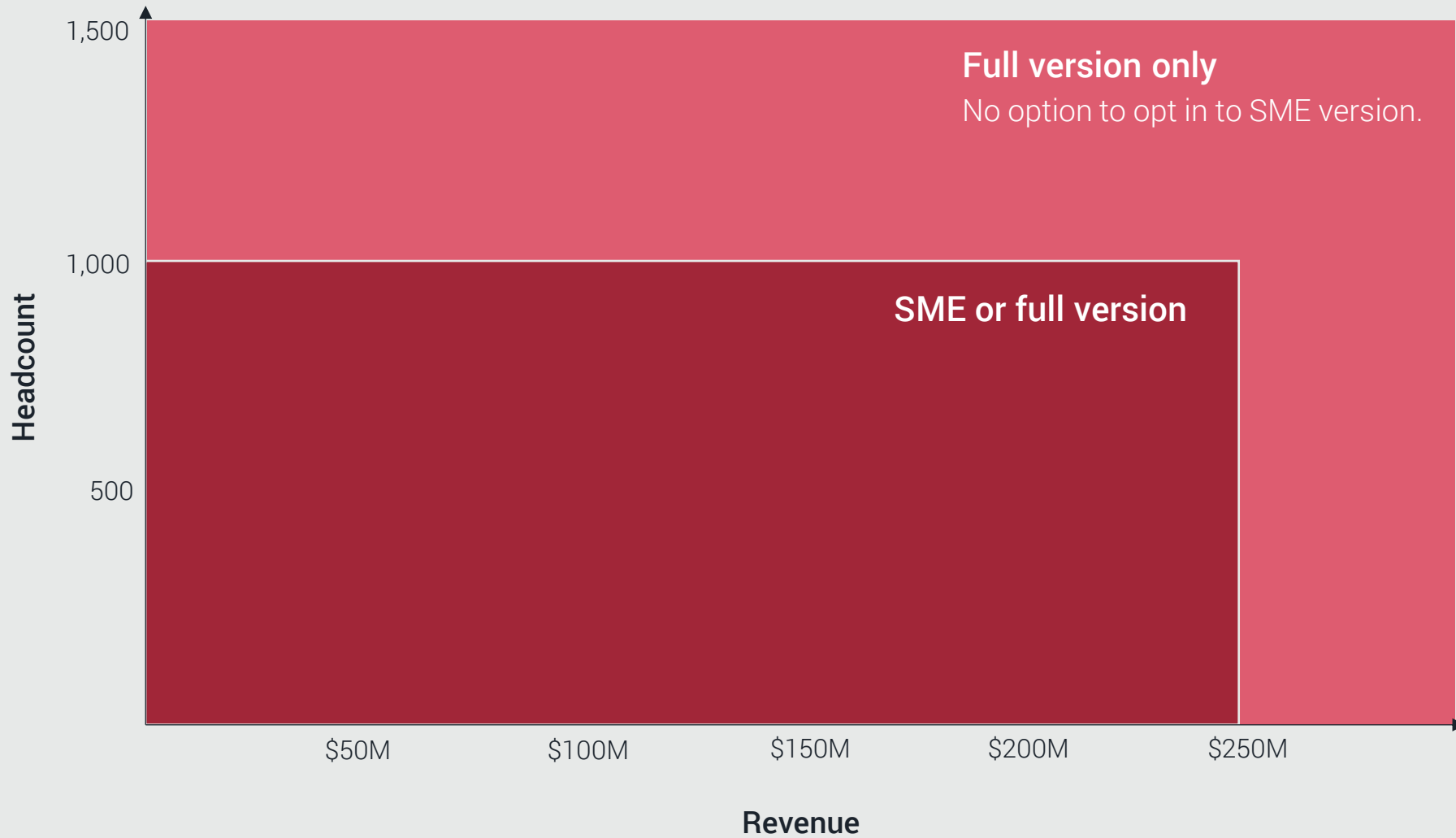
## Future-proofed against future requirements

By building a tailored disclosure experience, CDP will scale the number of SMEs disclosing rapidly over the coming years and support them to prepare for future regulatory and market requirements.

**11,000** companies disclosed through the new SME questionnaire in 2025



# 2026 SME criteria and options for disclosure





# During the Disclosure cycle

Helping your suppliers to access CDP



# Contact Changes and Updates

An existing contact with access to the Portal can add team members.  
This applies for both Requesters (Supply Chain members) and Disclosers (Suppliers)

**Settings**

Team members Organization settings

Type to search...

Contact name	Email address	Discloser role	Requester role	Status ↓	
Example contact	example@company.com	Discloser Contributor		Invited	>
Example contact	example@company.com	Discloser Submission Lead	Requester Contributor	Active	>
Example contact	example@company.com	Discloser Contributor	Requester Admin	Active	>
Example contact	example@company.com	Discloser Contributor		Active	>

Rows per page: 100 1-4 of 4

**Settings**

Home Manage organizations Engage organizations Help Give feedback Log out

**+ Add team member**

You must assign the new contact roles.  
Requester Admin roles will be responsible for **creating and submitting** the list as a Requester. Discloser Submission Leads are responsible for **starting and submitting** the questionnaire as a Discloser. Requester Contributors may edit the list and discloser contributors may edit the questionnaire.

In Settings, you can click here to add new team members

**Add team member**

**User details**

Email address \*  
example@company.com

**Role**

Disclosure role

**Requester role**

- Requester Admin
- Requester Contributor





# Process for activating suppliers

## 1. Returning suppliers: login to the Portal directly

If a supplier had access to the Portal last year, they *do not need to register again*. They can log back in with their existing credentials.

## 2. New suppliers: Need to gain access the Portal (details provided on the next slide)

There are three ways Supply Chain members can provide the contact details for suppliers.

- i. Share **contact emails** via Request List in the Portal
- ii. Create and share **Domain-based activation links** (if individual emails cannot be shared)
- iii. Share **Register to Disclose form** with suppliers (after week of June 15).

## 3. Send invitations and planned reminders throughout the cycle

# How suppliers can access the portal

*(preferred options)*



- i. **Share via Request List on the Portal** – the quickest and most effective way to add supplier contacts. Members can add an email address per supplier on the portal or in bulk via a CSV upload (upload only available before submission), but also **must certify** that they are sharing the contact details in compliance with applicable data protection regulations via a tickbox on *'Settings - Organization settings'* page . When the list is submitted, then suppliers with a contact linked will be sent an automatic email allowing them to register.
  
- ii. **Domain-based Activation Links** – If a member is unable to provide supplier contacts, this feature allows you to submit a list of your suppliers' email domain names, via the CDP Portal, and create unique activation links (one for each domain). You can then share the unique link with your supplier contact directly or in the email invites.

# How suppliers can access the portal



My customer(s) and/or CDP Capital Market signatories have requested my organization to disclose through CDP.

Who has requested you to disclose? \*

You may select more than one option if applicable:

[Clear All](#)

**Personal details**

We'll use these details to communicate with you.

First Name \*

Last Name \*

Email \*

**Organization Details**

We'll identify your organization using these details.

Organization search \*

Please search by entering your organization's full name or 9 digit DUNS number

Organization name

Address Line 1

Address Line 2

### iii. [Register to Disclose form](#)

*This option should only be used for suppliers who were unable to access the portal through the options on the previous slide:*

Available after the Portal opens for Disclosers, week of June 15.

Once a supplier completes the form, CDP will process it and if details can be matched, will provide access to the Portal within a few business days.

[Register to Disclose link](#)

# Invitation to CDP



Template email members can share with suppliers inviting them to register with CDP

**Suggested Email Subject:** Request from **Member** for your organization to disclose information through CDP

**Email text:**

Dear **Supplier**,

This year, **Member** is requesting **Supplier** to disclose your environmental performance through **CDP**, a global non-profit specialized in environmental disclosure. We are requesting you complete CDP's 2026 corporate questionnaire and submit this information to **Member** by the deadline through the [CDP Portal](#). **Please visit [CDP's website](#) for more information on the CDP timeline and deadline to disclose.**

**Why am I being requested?**  
[Member to insert brief introduction about their supply chain sustainability program and why supplier environmental performance is important to their business and their shareholders such as: This initiative is important to us and supports our \*Name of relevant strategy/policy/initiative\*. Member has been disclosing environmental information through CDP since 20XX and we have actively undertaken \*X Y Z target(s)\* to reduce our environmental impact, promote environmental stewardship in our supply chain and mitigate risk]

**Next Steps**  
If you or a member of your team does not yet have access your company's account on the [CDP Portal](#), you will need to follow the link below to register.

**[Click here to begin the registration process](#)**

\*[Member to insert hyperlink of Supplier's personalized activation link]

If you are not the right contact for this request to complete environmental disclosure on behalf of your organization, please notify **Member** and forward this request to the appropriate person within your organization.

Please ensure the email address mail@cdp.net has been whitelisted by your IT department in order to receive your Portal login information and important disclosure updates.

When a member submits their list on the Portal, an invitation email will be sent directly by CDP to contacts added directly via the portal, inviting them to disclose.

Alternatively, if members cannot add contacts directly, once the list has been submitted, members can send an invitation email with a domain-based link that allows suppliers to register.

Or after the week of June 15, members can send an invitation email with the [Register to Disclose link](#)

Template emails are available on SC legacy dashboard

# Direct suppliers to the CDP Help Center

CDP Knowledge Base My Support English

## Welcome to the CDP Help Center

Use the search bar to explore our knowledge articles and find instant answers to your questions

All Search

### Most Popular

Access the new CDP Portal as a Discloser

Updated: CDP Portal Onboarding steps for Companies

How to manage team members as a Requester

Most Popular Articles	Most Recent Articles	Top Rated Articles
<a href="#">Access the new CDP Portal as a Discloser</a>	<a href="#">Apr 10, 2025 Resolving issues with DUNS numbers</a>	<a href="#">Oct 25, 2024 Guidance on entering numerical data in the CDP Portal</a>
<a href="#">Updated: CDP Portal Onboarding steps for Companies</a>	<a href="#">Apr 8, 2025 Introduction to the Disclosure API</a>	<a href="#">Oct 25, 2024 Updated: How to edit your response as a Discloser</a>
<a href="#">How to manage team members as a Requester</a>	<a href="#">Apr 8, 2025 Disclosure API: Response - Update a Discloser's response</a>	<a href="#">Jun 28, 2024 Cities, States and Regions: Frameworks, Projects and Initiatives Mapping</a>

If you cannot find an answer, please contact our support team through My Support. You will need to be [signed in](#) to access this. If you are a new user, you can register [here](#). Once you are signed in, please return to the Help Center via the link at the top of the page.

Knowledge Base :  
Repository of self-help articles for immediate support

Support in multiple languages: English, Japanese, Chinese (Simplified), Spanish and Portuguese.

"My Support" - once logged in, you can raise a ticket for CDP (will link to your account)

[Access the Help Center here](#)

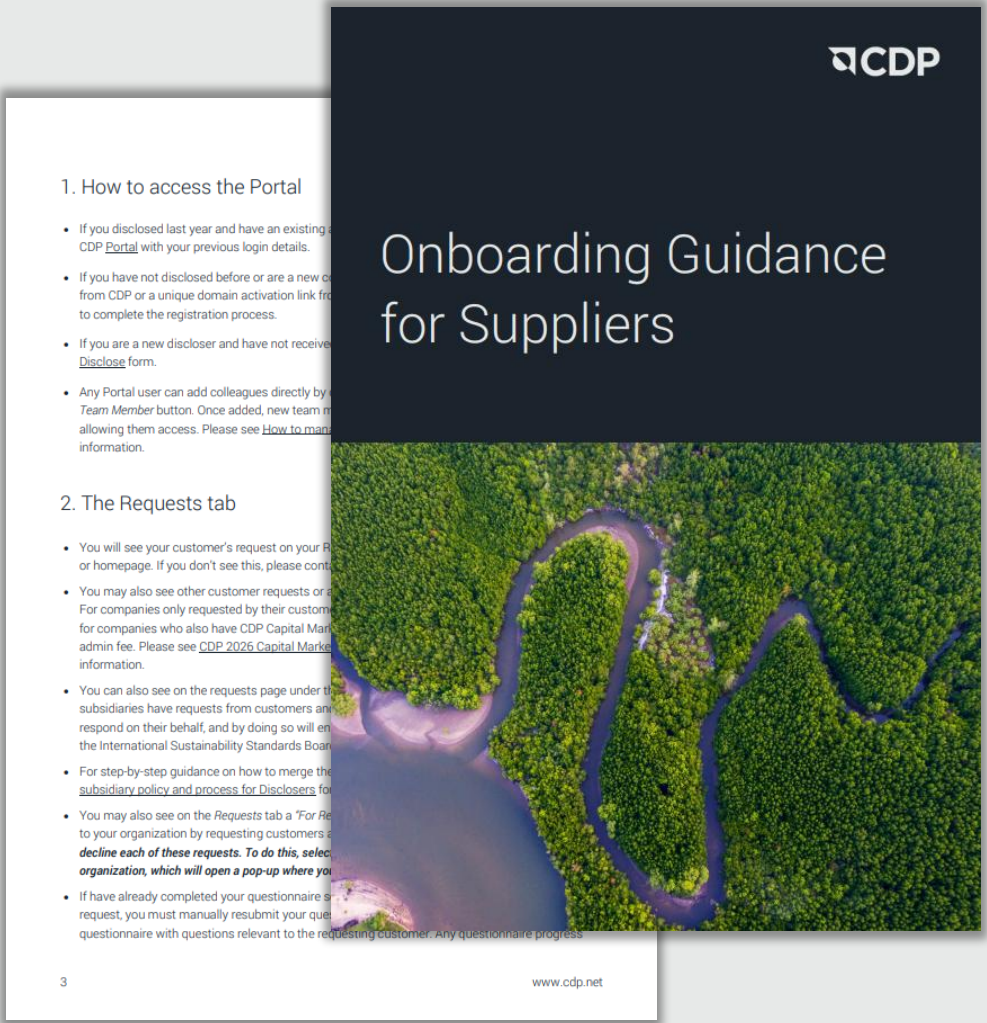
Popular articles



# Onboarding guidance for suppliers

CDP has prepared a brief document, *Onboarding Guidance for Suppliers*, which explains how suppliers can access the Portal, understand the request, and get started with CDP disclosure. Please feel free to share this with all suppliers, especially first-time disclosers.

**Link: Onboarding Guidance**





# During the Disclosure cycle

Supplier engagement



# Engage suppliers to improve response rate



Examples of ways to engage suppliers

- **Monitor supplier progress** via your CDP dashboard
- **Prioritize and segment your supplier list** by impact, size, supplier maturity, previous year response status, etc.) target invitation and reminder emails based on segments
- **Highlight key target questions** for suppliers to focus on
- Invite and encourage your suppliers to attend the **CDP Supplier Support Webinars**
- **Hold 1:1 Calls** with strategic/ high spend/ high impact/ high emissions suppliers
- **Leverage existing CDP resources**, guidance materials, and support

# Set Supplier Engagement Goals



Companies are embedding best practices to engage with suppliers and **cascade climate action down the supply chain**. Here are some examples of targets and goals members set

- Require/encourage suppliers to set a **baseline and publicly disclose Scope 1, 2 and 3 emissions**
- Require/encourage suppliers to **set science-based targets** aligned to the 1.5 C pathway (starting with short-term targets)
- Require/encourage suppliers to **increase use of renewable energy** and make public commitments on targets (e.g., RE100)
- Require/encourage suppliers to **set targets to reduce waste, eliminate deforestation and decrease water consumption**
- **Upskill suppliers** by providing trainings and educational materials
- **Connect suppliers** with the broader sustainability ecosystem (e.g., coalitions and initiatives focusing on industry decarbonization)
- Offer **preferred/disadvantaged contract terms** based on sustainability practices

For all new contracts worth over £25m (selected as these contracts account for around 67% of total procurement spend) BT are introducing a **new requirement for suppliers to have a Net-zero Science-based target in place, or commit to having one within six months.**

*BT Group*

Microsoft requires suppliers to **uphold the environmental practices outlined in their Supplier Code of Conduct (SCOC)**. For example, suppliers must disclose complete, consistent, and accurate scope 1, 2 and 3 data via CDP.

*Microsoft*

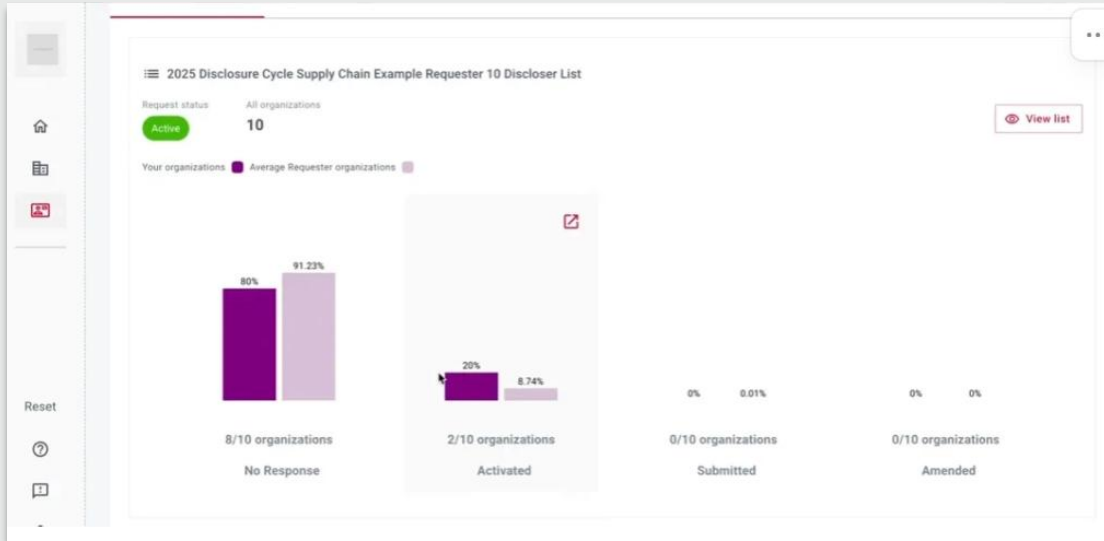
Following the Supplier Expectation Manual's Environment Requirements – 05 Use of Energy & Utilities, we **encourage all suppliers to move towards renewable and other alternative energy sources**, commit to RE100, and publicly report on energy use and their progress toward setting renewable energy targets.

*Firmenich SA*

# Tracking your supplier's response rates on the Portal



This [video](#) gives more detail on the tracking process



Response status	Questionnaire % complete	Previous year response status	Questionnaire setup submitted Y/N
No Response	0	Submitted	n
No Response	0	Activated	n
No Response	0	Submitted	n
No Response	0	No Response	n
No Response	0	No Response	n
No Response	0	Submitted	n
No Response	0	Submitted	n
No Response	0	No Response	n
No Response	0	No Response	n
No Response	0	Submitted	n
No Response	0	No Response	n
No Response	0	Submitted	n
No Response	0	Submitted	n
No Response	0	Submitted	n
No Response	0	Submitted	n
No Response	0	Submitted	n
No Response	0	Submitted	n

Track response status on the Portal

Download your supplier list on the Portal in excel format to receive more useful datapoints for engagement



# Using the Portal to track collections

- Build a collection of organizations to track the progress of specific groups of organizations
- Search for, identify and add entities to your collection from your request list. Easily search and filter for organizations using industry or country.
- Track the disclosure status of your collection through the portal or by downloading a list
- Many Requesters use collections to understand performance and tailor their communications

**Collection 1**  
Description

RESPONSE RATE

Activated	0	0%
Amended	0	0%
No response	6	100%
Request not sent	0	0%
Submitted	0	0%

Edit Collection Delete Collection Download Collection

Disclosing organization	Requested organization	Country	Industry	Questionnaire progress	Response st...	Status
		United States of A...	Services		No Response	New
		India	Food, beverage & a...		No Response	New

1. Add a name and description to your Collection

Collection name  
Collection 1

Collection description

2. Select which list you would like to add from

From your Request list  
 From a CDP Sample

2. Choose which organizations to track from your E2E UAT April Release 2 Supply Chain Aon plc Discloser List

ALL ORGANIZATIONS 1 SELECTED ORGANIZATIONS 0 RECENTLY ADDED 7

Disclosing organization	Requested organization	Country	Industry	Questionnaire progress	Response st...	Status
<input type="checkbox"/>		United States of...	Services		No Response	New
<input type="checkbox"/>		United States of...	Services		No Response	New
<input type="checkbox"/>		United States of...	Services		No Response	New
<input type="checkbox"/>		India	Food, beverage ...		No Response	New



# Operationalizing data-driven procurement: Supplier Status

Status		Activity
Repeat Responders	Submitted	Ask the supplier to improve their response from the previous year by directing them to key questions and the CDP supplier support webinars. Consider their score and wider KPI performance.
	Activated	Contact the supplier to ensure they will submit by the deadline and highlight key target questions
	Amended	Remind the supplier to resubmit by the deadline to ensure any edits are included in their submission
	No Response	Encourage the supplier to provide a basic response this year. Highlight key target questions and guide them towards attending the supplier support webinars, CDP <a href="#">Help Centre</a> and <a href="#">FAQ</a> .
First-time Responder	SME	Highlight that if a company has an annual revenue of less than \$250 million, they can opt into a shorter, minimum version of the questionnaire(s) with tailored guidance to company size.
	Non- SME	Encourage the supplier to provide a basic response this year and point them towards CDP <a href="#">Help Centre</a> and <a href="#">FAQ</a> .



# Common focus questions for Suppliers - Climate



Action Item	Related Question(s) Full	Related Question(s) SME	Why should suppliers answer this question?
Disclose to CDP – preferably publicly	N/A		Disclosing to CDP helps build understanding; just by beginning suppliers will <b>gain insight</b> into the extent of their business' current impact and risk exposure.
Report your Scope 1 & 2 emissions and preferably Scope 3 emissions	7.6, 7.7 & 7.8	20.4, 20.5	Reporting emissions is a pre-requisite to <b>understanding and reducing negative environmental impacts</b> .
Report an emissions reduction target	7.53, 7.53.1, 7.53.2	20.16, 20.16.1, 20.16.2	Setting a <b>structured target</b> demonstrates a commitment and level of ambition to reduce emissions. (This should include scope coverage, base year, a target year and a reduction % to achieve)
Report on your renewable energy and electricity use	7.30, 7.30.1	20.15, 20.15.1, 20.15.2	<b>Increasing low-carbon energy consumption or production</b> can be an important element of an organisations' strategy to reduce their emissions.
Verify your Scope 1 and 2 emissions	7.9, 7.9.1, 7.9.2	20.8	Verification ensures there is an <b>assurance process</b> in place to ensure data quality and that the processes used are of a rigorous standard

# Invite suppliers to CDP Supplier Support Training

CDP holds group supplier trainings in multiple languages to educate and inform requested suppliers about CDP, benefits of environmental reporting & priority datapoints in the CDP questionnaire

Series Name	Date Range
Introduction to the 2026 disclosure cycle	Mid- late June
SME Series: Climate Change	June 22 <sup>nd</sup> - 26 <sup>th</sup>
SME Series: Integrated Reporting for SMEs (Water and Forest)	June 29 <sup>th</sup> – July 3 <sup>rd</sup>
Climate Change : Beginners	July 6 <sup>th</sup> -10 <sup>th</sup>
Climate Change: Experienced	July 13 <sup>th</sup> -17 <sup>th</sup>
Water Security	July 13 <sup>th</sup> -17 <sup>th</sup>
Forests	July 20-24 <sup>th</sup>

Regional Registration Page	Languages Available
<a href="#"><u>Asia Pacific</u></a>	English
<a href="#"><u>China</u></a>	Mandarin
<a href="#"><u>Europe</u></a>	English, German, French, Italian
<a href="#"><u>Japan</u></a>	Japanese
<a href="#"><u>Latin America</u></a>	Brazilian Portuguese
<a href="#"><u>Latin America</u></a>	Spanish
<a href="#"><u>North America</u></a>	English



# Send email reminders to suppliers



- Reminder emails from your company are an essential component of supplier engagement, run in parallel to CDP's monthly reminder email campaigns.
- Send **customized** reminder emails to suppliers based on their 2026 response status and previous year disclosure status
- Supplier engagement email campaigns – different options:
  - *Send emails from a joint “sustainability” or “supplier sustainability” email address, signed by senior leadership.*
  - *Emails sent by suppliers’ respective category / sourcing managers.*
- Connect with your Account Manager to discuss reminder email timing and language.
- Email templates and supplier resources will be available on your SC dashboard.

CDP Email Reminder Schedule *(subject to change)*

Communication	Date (w/c = week commencing)
Disclosure Platform Launch	w/c June 15
Subsidiary Mapping Notice	w/c July 6
Monthly Reminder to Disclose #1	w/c July 13
Monthly Reminder to Disclose #2	w/c Aug 3
Subsidiary Mapping Notice/Late Requests	w/c Aug 10
Monthly Reminder to Disclose #3	w/c Aug 24
1 Week Scoring Deadline Reminder	w/c Sep 7
Scoring Deadline has passed	w/c Sep 14
Monthly Reminder to Disclose	w/c Oct 5
Subsidiary Mapping Notice/Late Requests	w/c Oct 12
1 Week Until Portal Closure	w/c Oct 19
Portal Closure Notice	w/c Oct 26



# After the Disclosure cycle

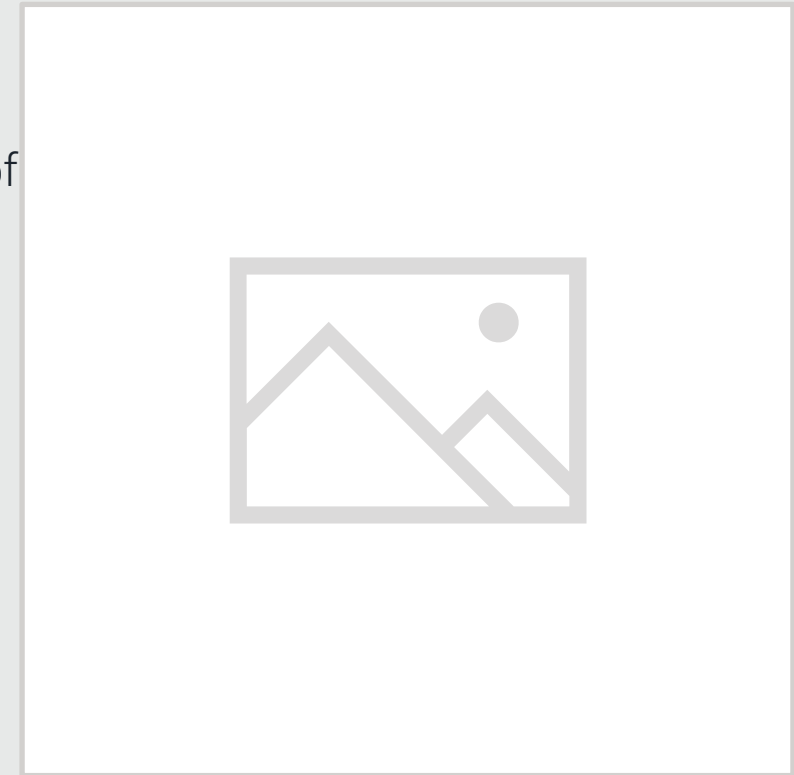
Data and Action



# Operationalizing data-driven procurement

Examples of techniques from CDP Supply Chain members:

- Create a **sustainability framework** to assess environmental maturity for core suppliers;
- **Develop and standardize environmental metrics** for supplier scorecards, codes of conduct, and contract language
- **Annual review** meetings and appraisals for high impact or high spend suppliers;
- **Include sustainability KPIs into performance evaluations** and offer internal incentives to relevant employees if thresholds are met;
- **Track year on year progress** against environmental KPIs to focus efforts for improvements
- **Benchmarking activity groups** with CDP scores or metrics;
- Sub-section of suppliers offered **sustainable finance options** based on CDP response



# Operationalizing data-driven procurement: CDP Data Products

## CDP Scores

Suppliers have a performance metric with a transparent methodology

- ✓ Procurement can understand supplier performance and indicate a desire to see improved score

## Metrics Report

Interpreted supplier responses from the full data. Highlighting 50 popular KPIs.

- ✓ Procurement can select different KPIs based on strategy to evaluate performance

## Scope 3 Report

Integrate primary supplier emissions data into your Scope 3 inventory, including supplier emissions intensity & five-year sector averages

- ✓ Procurement can understand suppliers' impact by emissions intensity and use primary data to drive emissions reduction

## Supplier profiles

(available for Lead & Premium members only)

Concise pdf document detailing supplier performance across key KPIs

- ✓ Procurement can use these in 1-1 conversations to open conversation and drive specific improvement pathways

## Raw Data via portal Full Data Share

## Risk and Compliance data

Suppliers show how they manage resource and climate risks

- ✓ Procurement team understands cost and supply chain disruption implications

## Target and emissions reduction initiative data

Suppliers demonstrate they have a clear plan to reducing impact and increasing resilience

- ✓ Procurement can future-proof supplier base and support company strategy

## Collaborative Opportunities

Gives suppliers a voice to suggest innovations

- ✓ Procurement team can use the opportunities suppliers present to drive collaboration and action on the topic



# Operationalizing data-driven procurement

Examples of techniques from CDP Supply Chain members continued:

## Example

### Chunghwa Telecom (CHT)

Telecommunications service provider Chunghwa Telecom (CHT) has **integrated environmental requirements into its procurement terms**, mandating supplier cooperation through CDP disclosure, GHG inventories and ESG audits. Non-compliance may lead to termination of the supplier relationship. Since 2025, projects with a bid amount over NT\$50 million must disclose through CDP and contribute to CHT's Scope 3 carbon inventory.

## Example

### Kao Corporation

Direct engagement with materials suppliers on climate change and GHG emissions reduction has led to more suppliers setting Scope 1 and 2 targets, strengthening resilience across the value chain. Kao encourages suppliers to **advance CO2 reduction initiatives by evaluating their progress and providing feedback**.

As an incentive, suppliers with higher ratings may, where appropriate, be given greater consideration in procurement decisions, thereby encouraging continuous improvement.



# FAQs

Resources for Procurement Teams & Suppliers





# Frequently asked questions

## Costs and Confidentiality

- **Does a supplier need to pay to respond to the CDP questionnaire?**

In 2026, there is no fee to respond to a request from a Customer(s). If the supplier has a CDP Capital Markets (Investor Signatory) request in addition to the Customer request, an administration fee will apply. Please see [FAQs: General disclosure information](#)

- **My supplier is concerned about data protection and confidentiality**

Data and information reported in the marked *Supply Chain Questions* are assigned specifically to the requesting company. No other company has access to that information.

If a supplier has only been requested by their customers and not investors, their scores and response are not publicly shared.

CDP is GDPR and CCPA compliant.

Our *terms & conditions* for the questionnaires can be found at <https://www.cdp.net/en/terms-of-disclosure>.



# Frequently asked questions

## Questionnaire

- **What does public and non-public disclosure mean?**

All Disclosers have the option to choose whether their response is public or non-public when they submit their questionnaire response. If a company chooses to submit a non-public response it will only be shared with their requesting customer and/or capital markets signatories. If a company is requested by Capital Markets signatories their score will be public by default but if only requested by customers the score will be private by default and only shared with requesting customer(s) (unless the company scores an A, in which case the score will be made public).

- **What if the supplier is based in a non-English speaking country? Can CDP still support them?**

CDP has global staff to help suppliers understand the CDP information request. To request local support, your supplier should use the CDP Help Center. Help Center responses and content are currently offered in the following languages: English, Japanese, Chinese (Simplified), Spanish and Portuguese.

CDP also produces multiple guidance documents in above languages to support suppliers completing the questionnaire.

- **Where can suppliers find questionnaire guidance?**

All questionnaires, guidance materials and scoring methodologies are freely available on our [website](#).



# Frequently asked questions

## Questionnaire

- **What if the supplier is a small business and cannot complete the full questionnaire?**

All companies with a revenue of less than \$50 million and less than 500 employees will be directed to answer the SME questionnaire. If the supplier is a company with an annual revenue of less than \$250 million and less than 1000 employees, they can opt to complete the SME questionnaire. (Please see slide 19)

- **What do I do if a supplier states that they don't want to respond?**

CDP always encourages suppliers to submit a partial response instead of none at all.

Your organization can highlight specific target questions that suppliers should focus on to reduce the reporting burden on suppliers.

Communicate expectations and help suppliers understand that perfection is not expected in their first response.

Explain the benefits of disclosing to CDP and how it fits into your organization's strategic goals.

# Resources

## Resources for Disclosure in 2026

- [Questionnaire and reporting guidance](#)
- [Corporate Disclosure Key Changes for 2026](#)
- [CDP Scoring methodology for companies](#)
- [Knowledge Base for CDP Help Center](#) and Support Tickets
- [FAQs: General disclosure information](#)

## [CDP Carbon Accounting Webinars](#)

- [Scope 1 Emissions Training](#)
- [Scope 2 Emissions Training](#)
- [Other 2025 Standard Supplier Support webinar recordings](#)

## GHG Emissions Accounting Resources and Science-Based Targets

- [EPA GHG Emissions Calculator](#)
- [GHG Protocol Corporate Standard](#)
- [GHG Protocol Calculation Tools](#)
- [SME Climate Hub Calculator](#)
- [CDP Technical Note on Science-Based Targets](#)
- [FAQs- The Science Based Targets Initiative](#)



**Scoring Deadline**  
w/c 14 September 2026



# CDP Resources for Procurement

2. CDP Disclosure Cycle and Support

2.1 Key Dates for 2026

- Week commencing April 27
- Week commencing June 15
- Week commencing September 14
- Week commencing October 26

2.2 Support for Suppliers

- CDP Guidance and Question Bank
- Help Center
- CDP FAQs
- GHG Protocol
- Science-Based Targets Initiative (SBTI)
- Water footprint

## Procurement and Category Manager Guide

**Document purpose**

The following guide is an overview of what procurement and sourcing teams need to engage with suppliers and encourage them to disclose through CDP. If your question is not addressed below, review our online [guidance page](#) or contact your CDP Supply Chain account manager directly.

Additionally, please do not feel that you must answer all questions from your suppliers about CDP. If you are unable to answer a question from a supplier, please direct your supplier to contact our support team via the [Help Center](#).

**Contents**

1. Introduction to CDP
  - 1.1 What is CDP
  - 1.2 Why is my company a CDP Supply Chain Member?
  - 1.3 CDP Supply Chain Data Products Overview
  - 1.4 How does my company use supplier data?
2. CDP Disclosure Cycle and Support
  - 2.1 Key dates for the 2026 disclosure cycle
  - 2.2 Supplier Support
    - 2.2.1 Guidance, tools, and resources
    - 2.2.2 Supplier Support Webinars
  - 2.3 Procurement Webinars
3. Frequently Asked Questions
  - 3.1 What are the benefits for suppliers?
  - 3.2 When does the CDP Portal open for 2026 corporate disclosure?
  - 3.3 When is the deadline to submit a response?
  - 3.4 How should my organization choose which suppliers to request?
  - 3.5 What if the supplier is a smaller company?
  - 3.6 How can a supplier access the online questionnaire?
  - 3.7 What if the supplier is in a non-English speaking country? Can CDP support them?
  - 3.8 What environmental issues and questions will suppliers be presented with?
  - 3.9 What do I do if a supplier states that they do not want to respond?
  - 3.10 What does public and non-public disclosure mean?
  - 3.11 Is there a fee for suppliers?
  - 3.12 When will the supplier receive their scores and feedback?

[Link: Procurement and Category Manager Guide](#)

## Supplier Engagement Guide

CDP Supply Chain member guide for engaging your suppliers

7. Engage your suppliers on priority KPIs

Engaging suppliers on priority environmental KPIs is an important step in collecting high quality data across your value chain. By clearly communicating the KPIs that are important to your organization, you will encourage more meaningful participation and reduce data gaps. We also encourage you to highlight specific nature-related KPIs (forests, water, biodiversity, plastics, and ocean), which drives suppliers to expand their reporting beyond climate and allows your organization to gain deeper insights into their decarbonisation/transition-related activities.

**Climate**

Initial supplier engagement on CDP

**Climate KPI**

Disclose to CDP – preferably publicly.

Report Scope 1 & 2 emissions (Full Questionnaire: 7.6, 7.7 | SME: 20.4, 20.5)

Report an emissions intensity &/or allocated emissions (Full Questionnaire: 7.26, 7.45 | SME: 20.12)

Intermediate supplier engagement

**Climate KPI**

Set an emissions reduction target (Full Questionnaire: 7.53 | SME: 20.16, 1)

Develop a climate transition plan (Full Questionnaire: 5.2 | SME: 18.2)

Report emission reduction initiatives (Full Questionnaire: 7.55.2 | SME: 20.17.1)

Report on your renewable energy use (Full Questionnaire: 7.30, 7.30.1 | SME: 20.15, 20.15.1, 20.15.2)

Advanced supplier engagement

**Climate KPI**

Verification of emissions (Full Questionnaire: 7.9 | SME: 20.8)

Supply Chain Engagement (Full Questionnaire: 5.11, 5.11.7, 5.11.9 | SME: 18.4)

Suggest ways in which we can collaborate and/or reporting associated emissions reduction activities (Full Questionnaire: 5.12 | SME: 18.4)

Supplier Engagement Guide

[Link: Supplier Engagement Guide](#)

## Collaborating with Procurement to Support Engagement

CDP Supply Chain Member Webinar

April 2026

Panelists: Linnéa Frank, Paolo Palmieri, Camilla Remonetta, Sonya Rhoads

[Member Webinar](#)

[Requester Support Hub](#)

[Knowledge-Based Articles for Requesters](#)



# Case Studies & Insights



**Case study: Philips**

**PHILIPS**

**Tips for success**

- Define sustainability expectations for suppliers: Establish clear sustainability expectations for suppliers via a universal Code of Conduct to drive maturity across sustainability disclosure, science-based target setting and climate action.
- Integrate supplier procurement current strategy
- Mandatory disclosure and webinars preparing procurement
- Tailored and sustainability achieve compliance
- Prepare supplier disclosure as regulations

**HSBC**

**CDP**  
DISCLOSURE INSIGHT ACTION

## Strengthening the chain

Transform the Norm

Industry insights to accelerate sustainable supply chain transformation

Updated: October 2024

**Approach**

Data collected

- Strategic approach to Supply Chain
- Concerns raised
- 99.6% ratio

Selection of

- Suppliers to participate strategic supply chain
- Engagement willingness
- Encouraging willingness

Internal buy-in

- Organization
- Public communication to the Science

Procurement

- Sustainability informed procurement
- Science-based emissions

Our 'Beyond Auditing' approach emphasizes assessment over auditing, and collaboration over punishment, encouraging transparency from suppliers. We take a systemic approach to improve the sustainability of our supply chain through continuous improvement against a set of recognized and global reference.

Strengthening the Chain: Industry Insights to Accelerate Sustainable Supply Chain Transformation

Sustainable Supply Chains

## Leveraging disclosure data for sustainable procurement outcomes

Companies are building resilient, low-impact supply chains by integrating supplier disclosure data into their procurement processes. Using this data, businesses can trace progress over time and turn intangible environmental goals into practical engagement strategies and measurable business outcomes.

These insights highlight seven use cases, from emissions modelling to natural resource management risks through procurement.

All company examples included in this report are taken from 2025 public disclosures, with full editing for clarity and consistency.

01 From estimation to precision: Scope 3 emissions modelling and management

For many, Scope 3 accounts for a high percentage of emissions. Integrating emissions modelling, accurate and value-based data, and company engagement embeds emissions into procurement.

Single, standardized, and verified environmental data allows for better decision-making.

As a CDP member, the company is committed to transparency and accountability in its supply chain.

Working with the Science Based Targets initiative, the company is committed to better environmental outcomes.

Sustainable supply chains: how disclosure data drives progress and accelerates action

**CDP**

Sustainable Supply Chains: How Disclosure Data Drives Progress and Accelerates Action

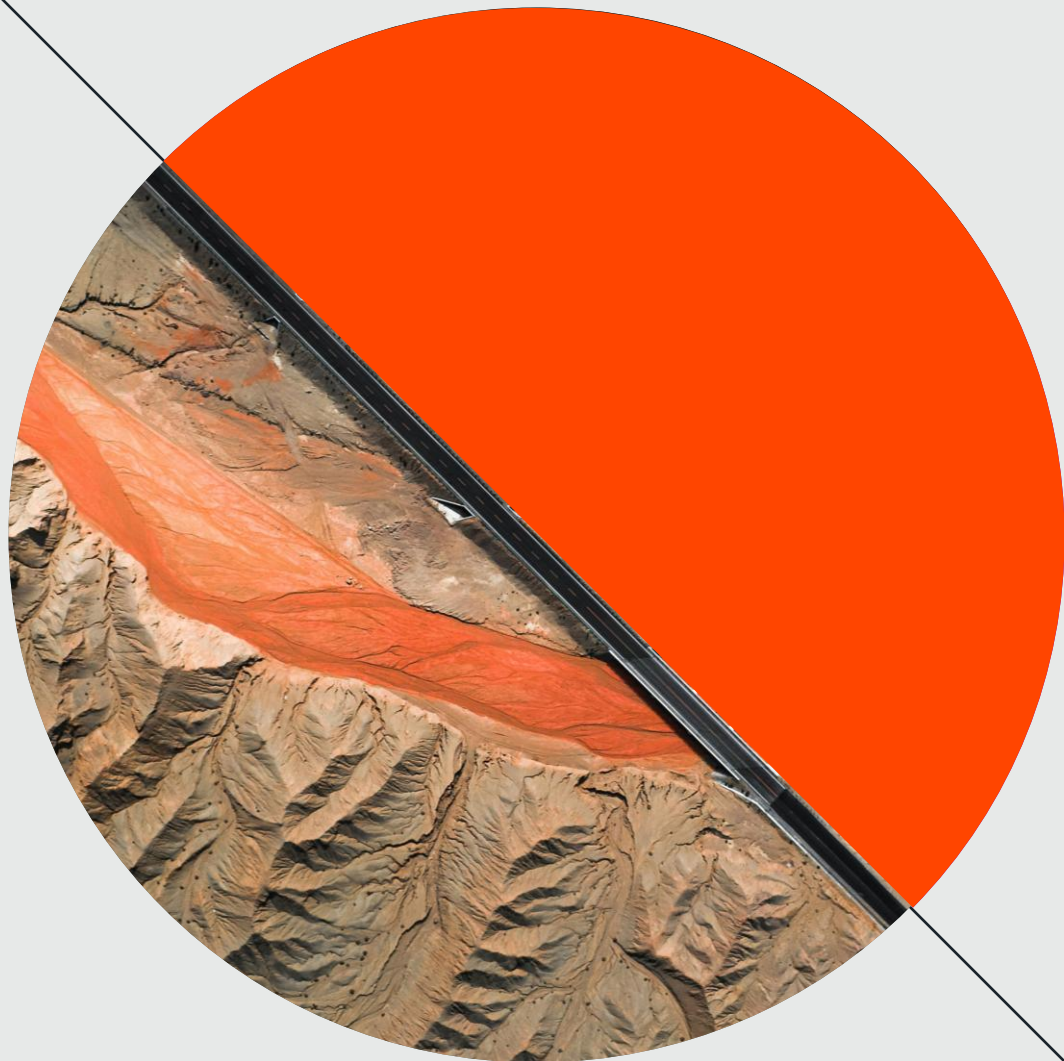
**Case Study**

# Bosch

Since 2021, Bosch has worked with CDP to rapidly grow the number of businesses disclosing primary data within their supply chain from 500 suppliers to over 3,200, empowering its team to translate this insight into impact. The company is convinced that connection and collaboration are key to both tackling climate change and boosting business resilience.

***"Bosch's collaboration with CDP, in combination with science-based targets, is a cornerstone of our supplier engagement approach, which embodies 'keep it simple and scale fast'."***

Bosch: Scaling Primary Supplier Data to Power Strategic Decision-Making



Thank you for listening.

For further questions, please reach out to your Account Manager.