Reporter Services – principles and delivery

Reporter Services (RS) is a fee-based membership offering for companies responding to CDP, and is comprised of three main pillars, all of which are delivered by a dedicated Account Manager in CDP Consulting Services, a separate and distinct arm of the CDP Group of companies:

- Disclosure support;
- Data and analytics;
- Insights and events.

RS aims to accelerate the achievement of CDP's mission and its programs' (climate change, forests, water security) goals and to improve company practices to be more sustainable and better prepared for the Earth-positive economy. This includes complete and company-specific reporting of sustainability information via CDP.

This document outlines the purpose and principles under which Reporter Services is delivered by the Account Manager. It clarifies the expectations and limitations of the service for both the member company and the Account Manager, as well as any other party. The foundation is the EU ESG Ratings Regulation (Regulation (EU) 2024/3005) and its principles of integrity, transparency, responsibility, good governance and independence.

The principles outlined below should be read and understood by all RS member companies. These principles apply across all programs, whether RS is delivered for climate change, forests, or water security.

Reporter Services aims and benefits	Clarification & delivery
Ensure the information and data reported to CDP is 'investor-ready', i.e. it is clear, complete, company-specific and aligned with the requirements identified in CDP's technical guidance. Disclosure support provided by the Account Manager is a capacity-building exercise for members to better understand the detailed information contained in CDP public resources. This support includes discussion and context around the changes in strategy and operations that are incentivized through the CDP questionnaire and scoring. RS members share their experiences on key sustainability issues with their Account Manager. Members are encouraged to follow sector best practice to prepare for the transition to a Earth-positive economy.	Account Managers do not draft or write questionnaire responses. They advise on the required content and structure of answers as outlined in CDP technical guidance and scoring methodologies. They also provide context on why certain questions are asked and why the information is required in a specific format. RS membership does not imply or guarantee an increase in CDP score. An improved CDP score is a by-product of a better understanding of the questionnaires' technical requirements, more detailed and company-specific reporting, and improved practices and action. RS members' responses are submitted and processed in the same way as non-members and there is no preferential treatment for members regarding scoring, reviews, or amendments. All questionnaires, technical guidance, and scoring methodology documents are publicly available from the CDP website to all companies.
The Account Manager is available for detailed discussions of key sustainability issues, including the relevance and impact of the areas covered by the CDP questionnaires. This is intended to familiarize the member company with pertinent sustainability issues and guide them throughout the year, and to answer any technical questions quickly and accurately.	CDP provides basic support to all responding companies but does not have the resources to provide in-depth, personalized support to all companies. A key benefit of RS membership is access to a dedicated Account Manager to have in-depth, detailed conversations about important issues.

Disclosure support is provided on an impartial basis to improve members' understanding of CDP guidance and methodologies. There are safeguards in place to maintain integrity in providing these account management services and mitigate conflicts of interest in accordance with the EU ESG Ratings Regulations	The Account Managers strictly adhere to CDP's Conflict of Interest and Independence policy. In addition: The Account Managers are not financially incentivized to improve member scores. The Account Managers represent CDP Consulting Services, a separate and distinct arm of the broader CDP group of companies. Hence, they are not part of the CDP Technical or Scoring teams and have no role in and cannot influence scoring in any way.
Encourage the use of CDP data for analysis and peer comparison, informing sustainability strategies and highlighting best practices.	RS members have enhanced access to publicly reported CDP data in various ways: 1. The RS analytics dashboard provides the opportunity to slice data by sector, country, and other metrics to create visualizations. The charts and underlying data can be exported. 2. Comparative Analysis Report comparing data points for 10 selected peer companies. 3. Sector Data Extract providing tailored data cuts of selected public responses to CDP's questionnaire. 4. Access to 100 public response views.
Data from a privately responding company will only be used in the ways outlined in the Terms of Disclosure and will not be used for any RS materials or data tools unless it has been anonymized or aggregated in such manner that it has the effect of being anonymized.	The Terms of Disclosure can be viewed here.