

A Compendium of Selected Sustainable Development Tools

This table presents a compendium of selected sustainable development tools, including GEMI's *SD Planner*TM. It is intended to be used as a resource by those companies seeking to choose tools to aid them in their efforts to make progress in sustainable development. The judgments reflected in this table describe the main characteristics of each tool and should not be viewed as recommending the use of one tool versus another.

In choosing the tools to be profiled in this compendium, it should be noted that “tools” were included and “reports” were not:

- Tools provide help in making progress in one or more steps in the process of addressing sustainable development. They are largely focused on setting forth how to do something or providing step-by-step assistance to users.
- Reports provide help in *understanding* sustainable development concepts or practices. They are largely focused on describing how things are or could be.
- There is some overlap between tools and reports. Some tools have descriptions of concepts or practices and some reports have “how to” sections. The main thrust of the item in question was used to determine if its main purpose was to be a “tool” or a “report”.

The following are definitions of some of the terms used in this table:

Awareness: The tool contains explanatory material that could aid in raising awareness of SD.

Performance Measurement: The tool contains indicators or other aids in measuring SD performance.

Situation or Opportunity Assessment: The tool enables the user to perform an assessment of the user's situation vis a vis SD or to identify SD opportunities.

Management Process Assessment: The tool enables the user to perform an assessment of the user's management processes in place to address SD.

Action Planning: The tool enables the user to create an action plan for addressing SD.

Reporting: The tool enables the user to create a report regarding SD status.

Automated: The tool is available in automated form, capable of being used on a personal computer, where some key functionality of the tool takes advantage of automation (i.e., the tool is, or uses, a piece of software and is more than an electronic text file).

Web Functionality: The tool uses some interactive aspect of the Web as part of its functionality (i.e., beyond being able to be downloaded as a file from the Web).

Customization: The tool has a feature allowing its use to be customized to the particular situation of the company using the tool.

Tool	Source	How to Obtain	Scope				Function/Content					Features			Summary
			Environmental	Economic	Social	Awareness	Performance Measurement	Situation or Opportunity Assmt.	Mgt. Process Assessment	Action Planning	Reporting	Automated	Web Functionality	Customization	
SD Planner™	GEMI	www.gemi.org/sd No charge	V	V	V	V		V	V	V	V	V	V	V	Comprehensive, automated SD self-assessment and planning tool that can be customized by companies to suit their unique needs
Sustainability Baseline Metrics	AICHE	www.aiche.org/cwrt/projects/sustain.htm No charge	V				V								Set of sustainability indicators focused on eco-efficiency
Guide to Engaging with NGOs	BSR	www.bsr.org/BSRStore Non-member price: \$81 (pdf)			V	V					V				Includes a process for helping companies identify relevant NGOs, assess and select among potential NGO partners, and implement an effective project involving NGOs.
Designing a CSR Structure	BSR	www.bsr.org/BSRStore Non-member price: \$90 (pdf)			V	V		V		V					Walks through the steps necessary for a company to consider and set up an internal management system aimed at integrating CSR into the entire company's organization and culture.
Designing Social and Environmental Reporting Processes for Verification	BSR	www.bsr.org/BSRStore Non-member price: \$36 (pdf)	V		V	V						V			Sets forth an approach to designing social and environmental reporting processes for verification



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SAM Research Corporate Sustainability Assessment Questionnaire	Dow Jones Sustainability Indexes/SAM Research	www.sustainability-index.com No charge	✓	✓	✓		✓		✓		✓			Questionnaire used by SAM Research to select "leading sustainability companies" for inclusion in the Dow Jones Sustainability Indexes. Consists of general questions, supplemented by industry-specific questions. Does not provide the means by which to score or interpret the significance of responses.
Environmental Self-Assessment Program	GEMI	www.gemi.org No charge	✓						✓	✓				Step-by step self environmental self-assessment tool
Finding Cost-Effective Pollution Prevention Initiatives	GEMI	www.gemi.org No charge	✓			✓				✓				Sets forth a process for finding cost-effective pollution prevention projects.
HSE Management Information Systems Planning: Moving Into the 21 st Century	GEMI	www.gemi.org No charge	✓			✓				✓				Sets forth a process for HSE MIS planning
HSE Web Depot	GEMI	www.gemi.org No charge	✓			✓				✓		✓		Web-based tool for companies to develop and improve their HSE-MIS systems
GEMI Climate Change Web Site	GEMI	www.gemi.org No charge	✓	✓	✓	✓	✓		✓	✓		✓		Web-based planning process for developing a business strategy to address climate change

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Connecting the Drops Toward Creative Water Strategies	GEMI	www.gemi.org No charge	V	V	V	V		V		V			V		Sets forth a process for developing a business strategy to address water sustainability. Web-based version of the document has enhanced capabilities, with a number of tools available for download.
New Paths to Business Value: Strategic Sourcing—Environment, Health, and Safety	GEMI	www.gemi.org No charge	V	V		V		V		V					Provides a process and a set of tools for improving EHS management in the supply chain.
Sustainability Reporting Guidelines	GRI	www.globalreporting.org/guidelines/2002.asp No charge	V	V	V	V	V						V		Framework for reporting on sustainability performance
The Sustainability Metrics	Institution of Chemical Engineers	www.icheme.org/sustainability No charge	V	V	V		V						V		Set of sustainability indicators for the process industries from the UK-based association
Sustainability Toolkit and Scorecard	Norm Thompson Outfitters and Michael S. Brown & Assoc.	www.bsr.org/BSRResources/ResourcesDocs/NormThompson_Sustainability_Toolkit.pdf No charge	V		V	V		V		V					Provides tools to help buyers and product designers understand the environmental and social implications of their product choices. Tool is designed for manufacturers and customers of the types of products sold by Norm Thompson (clothing, gifts, food), but much of the content has broader applicability across other industry sectors.

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Sigma Guidelines	Sigma Project	www.projectsigma.com No charge	V	V	V	V		V	V	V	V				Extensive set of sustainability tools still under development by British Standards Institution, Forum for the Future and AccountAbility.
Sustainable Development Reporting: Striking the Balance	WBCSD	www.wbcd.org No charge	V	V	V	V					V				Includes a step-by-step process for SD reporting
Corporate Social Responsibility: Making Good Business Sense	WBCSD	www.wbcd.org No charge	V	V	V	V		V		V					Provides a process for addressing corporate social responsibility, including a CSR self-assessment questionnaire
The Greenhouse Gas Protocol: A Corporate Reporting and Accounting Standard	WBCSD	www.wbcd.org No charge	V			V	V				V		V		Provides a process for accounting for and reporting GHGs. Calculation tools available through Web link. Second edition is planned for August 2003. A new project accounting module is under development.
Measuring Eco-Efficiency: A Guide to Reporting Company Performance	WBCSD	www.wbcd.org No charge	V	V		V	V				V				Provides a process for selecting, using and reporting eco-efficiency indicators
CSR Indicator Screen	WEC	www.wec.org Available only to participants in the International Environmental Forum of WEC	V	V	V			V		V					Prioritization and screening tool for 136 composite indicators (mainly GRI) to weigh their relative business impact vs. internal and external expectations vs. the cost and complexity of implementation

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Sustainability Verification Protocol: International Corporate Social Responsibility	WEC	www.wec.org Available only to participants in the International Environmental Forum of WEC	V	V	V					V					Protocol and guidelines for verifying that management processes are in place relating to the aspects of performance covered by the GRI indicators
CSR Action Planning Tool	WEC	www.wec.org Available only to participants in the International Environmental Forum of WEC and members of The Auditing Roundtable	V	V	V						V				Tool for creating an action plan to conduct a self-assessment using the Verification Protocol
Working 9 to 5 on Climate Change: An Office Guide	WRI	climate.wri.org/publications.cfm No charge	V				V	V			V			V	Step-by-step process for calculating and reducing office CO ₂ emissions. Extensive calculation tools included, and additional calculation tools available through Web link.