SKILL DYNAMICS

ESG Supplier Due-Diligence Checklist

Assess supplier ESG performance, identify potential risks, and support responsible sourcing decisions.



PROCUREMENT ACADEMY

V.13.10.26

ESG Supplier Due-Diligence Checklist

Responsible sourcing starts with understanding the risks within your supplier network. For semiconductor procurement teams, this includes environmental impacts, labour practices and the traceability of materials across complex supply chains.

Use this checklist to assess supplier ESG practices, identify gaps in supporting evidence and prioritise further due diligence. It provides a practical starting point for strengthening supplier oversight and embedding responsible sourcing into procurement decisions.

1. Environmental Management

Question	Yes	No	Evidence/Comments
• Does the supplier have a documented environmental policy?	☐	☐	
• Does the supplier monitor and measure environmental performance?	☐	☐	
• Are greenhouse gas emissions measured and reported?	☐	☐	
• Has the supplier established emissions-reduction targets?	☐	☐	
• Does the supplier monitor energy consumption?	☐	☐	
• Does the supplier have waste reduction and recycling programmes?	☐	☐	
• Are water consumption and wastewater impacts managed?	☐	☐	
• Does the supplier comply with applicable environmental legislation?	☐	☐	
• Has the supplier experienced any significant environmental incidents in the last three years?	☐	☐	
• Does the supplier hold recognised environmental certifications (e.g., ISO 14001)?	☐	☐	

Environmental Risk Rating: Low ☐ Medium ☐ High ☐

2. Labour Standards and Human Rights

Question	Yes	No	Evidence/Comments
• Does the supplier have a human rights policy?	☐	☐	
• Is there a prohibition on forced labour, bonded labour, and modern slavery?	☐	☐	
• Is there a prohibition on child labour?	☐	☐	
• Are workers paid at least the legal minimum wage?	☐	☐	
• Are working hours compliant with local laws?	☐	☐	
• Are employees free to raise concerns without retaliation?	☐	☐	
• Are accident and injury rates monitored?	☐	☐	
• Are subcontractors and labour providers subject to due diligence?	☐	☐	
• Has the supplier been involved in labour-related violations or investigations?	☐	☐	

Social Risk Rating: Low ☐ Medium ☐ High ☐

3. Diversity, Equality, and Inclusion

Question	Yes	No	Evidence/Comments
• Does the supplier have an equality and diversity policy?	☐	☐	
• Are recruitment and employment practices non-discriminatory?	☐	☐	
• Is diversity data monitored and reviewed?	☐	☐	
• Are employees provided with equal opportunities for development and progression?	☐	☐	

4. Governance and Ethics

Question	Yes	No	Evidence/Comments
• Does the supplier have a code of business conduct or ethics policy?	☐	☐	
• Are anti-bribery and anti-corruption controls in place?	☐	☐	
• Is there a whistleblowing mechanism available to employees?	☐	☐	
• Does the supplier comply with applicable legal and regulatory requirements?	☐	☐	
• Are data protection and cybersecurity controls implemented?	☐	☐	
• Has the supplier been subject to regulatory enforcement actions in the last three years?	☐	☐	

Governance Risk Rating: Low ☐ Medium ☐ High ☐

5. Supply Chain Management

Question	Yes	No	Evidence/Comments
• Does the supplier assess ESG risks within its own supply chain?	☐	☐	
• Are critical subcontractors subject to due diligence?	☐	☐	
• Does the supplier require suppliers to comply with a code of conduct?	☐	☐	
• Are ESG expectations communicated to suppliers and subcontractors?	☐	☐	
• Is there a process for monitoring supplier compliance?	☐	☐	

Supporting Documentation Requested

Please provide copies of the following where available:

- ☐ ESG or Sustainability Policy
- ☐ Environmental Policy
- ☐ Human Rights Policy
- ☐ Modern Slavery Statement
- ☐ Equality, Diversity and Inclusion Policy
- ☐ Health and Safety Policy
- ☐ Anti-Bribery and Corruption Policy
- ☐ Supplier Code of Conduct
- ☐ ESG/Sustainability Report
- ☐ ISO Certifications
- ☐ Carbon Emissions Data
- ☐ Relevant Audit Reports

Overall Assessment

Key Risks Identified

_____

_____

Corrective Actions Required

_____

_____

Overall ESG Risk Rating

Low ☐ Medium ☐ High ☐

Recommendation

- ☐ Approve Supplier
- ☐ Approve with Conditions
- ☐ Further Assessment Required
- ☐ Do Not Approve

Assessor Signature: _____

Date: _____

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Get in touch!