



جائزة الملك خالد  
KING KHALID AWARD

**King Khalid Sustainability Award**  
**Sustainability Award Document Requests**

## Key Documents for the Sustainability Award Application

You may wish to collect the following documents in advance to facilitate the development of your application. Please note that not all the documents below are mandatory for the application. Where it is necessary to upload a document, the applicant will see the following message: “Please attach a file or add web link”.

### Core Area 1. Governance

- **Organization’s strategy or formalized plan regarding:**
  - Sustainability
  - Corporate Responsibility
  - Environmental, Health & Safety Strategy
  - A Code of Ethics or Code of Conduct
- **Organization’s practices or policies for:**
  - Materiality assessment
  - Collecting and responding to customer feedback
  - Sharing sustainability information with staff
  - Managing risks and opportunities related to fraud, corruption, bribery, etc.
  - Identifying and assessing Environmental, Social, and Governance risks in the supply chain
  - Building the capacity of local suppliers
  - Supplier requirements
- **Organization’s information and data, including:**
  - Partnerships
  - Environmental management tools
  - Material topics
  - Customer complaints or issues raised and addressed
  - Supplier satisfaction scores
  - Key Performance Indicators (KPI) tracked by quality management systems
- **Organization’s documents, including:**
  - Non-financial reports
  - Audits conducted by a third-party service
  - Environmental management standard certifications

### Core Area 2. Environment

- **Organization’s practices or policies regarding:**
  - Waste management
  - Energy management
  - Water management
  - Managing the organization’s impact on biodiversity and ecology
  - Managing greenhouse gas emissions
- **Organization’s information and data, including:**
  - Waste produced and recycled
  - Energy consumption
  - Renewable energy use
  - Water consumption
  - Greenhouse gas emissions

### Core Area 3. Social

- **Organization's practices or policies regarding:**
  - Diversity, Equity, and Inclusion (DEI)
  - Measuring employee satisfaction
  - Responding to employee feedback
  - Human Rights
  - Employee professional development and training
  - Health and Safety
- **Organization's information and data, including:**
  - Health and Safety risks
  - Participation in Health and Safety trainings
  - Key Performance Indicators (KPIs) used for employee performance appraisals
- **Organization's documents, including:**
  - Health and Safety certificates
  - The organization's benefit package

### Core Area 4. Economic

- **Organization's practices or policies regarding:**
  - Community investment
  - Research and development (R&D)
  - Business continuity planning
  - Identifying and addressing data security risks
- **Organization's information and data, including:**
  - Initiatives or partnerships that are part of the community investment approach
  - Resources used to monitor and protect the organization's data and privacy
  - Security metrics