



## Green Masters Program® Guidance | Terms & Definitions

**Actions:** Acts taken by a participating organization to manage its performance in the environmental, social, and governance impacts addressed within the Green Masters Program® framework.

**Adapting:** Green Masters Program® status represents that an organization has identified and begun to engage with some of its material sustainability issues and its performance related to those issues, yet not all aspects of material issues are being addressed. This organization has opportunities to improve its integration of systems, best practices, and performance.

**Advancing:** Green Masters Program® status represents that an organization has identified and begun to manage some of its material sustainability issues and is acceptably measuring material issues. This organization has opportunities to improve its integration of and overall performance in material sustainability issues.

**Assessment:** Evaluation of an organization's management of the environmental, social, and governance impacts addressed within the Green Masters Program® framework.

**Assessment Period:** The annual date range during which Green Masters Program® participants may submit their assessment for recognition.

**Best Practices:** Procedures and techniques widely accepted as being effective in improving performance in the environmental, social, and governance impacts addressed within the Green Masters Program® framework.

**Business Operations:** All activities and systems that a business engages in to generate revenue.

**Business Priorities:** The sustainability issues which an organization is prioritizing in terms of resource allocation and action.

**Corporate:** Disclosure scope of coverage that includes the entirety of an organization's facilities and business operations.

**Dimensions:** A categorization of sustainability issues within the Green Masters Program® framework. Includes Environment, Society, Workforce, and Governance.

**ESG:** A risk-based approach to environmental, social, and governance factors of sustainability that may impact a company's financial performance over time.

**Green Master:** Green Masters Program® status represents that an organization has identified and is effectively managing all material sustainability issues and its performance related to those issues. This organization takes a comprehensive approach to sustainability and is actively leading the transformation to a more sustainable society.

**Material:** An issue that could substantively affect the organization's credibility, operational or financial integrity, or the decisions of key stakeholders.

**Materiality:** A concept or convention within the financial community relating to the importance/significance of something relevant to the corporation. Information is material if its omission or misstatement could influence the economic decisions of users taken based on financial performance. Materiality in relation to the inclusion of information in an integrated (financial and sustainability) report refers to matters that could substantively affect the organization's ability to create value over the short, medium, and long term.

**Maturing:** Green Masters Program® status represents that an organization has identified and is improving its performance in most of its material sustainability issues. This organization is effectively engaging in sustainability and integrating systems to manage its performance in material issues. This organization has opportunities to improve its overall management of and performance in material sustainability issues.

**Organization:** A participant in the Green Masters Program®.

**Organization Administrator (Admin):** The individual within an organization with the authority to disclose an organization's actions and performance in sustainability issues and submit the organization's assessment within the Green Masters Program® platform.

**Organization Contributor:** Individuals within an organization with the authority to disclose an organization's actions and performance in sustainability issues within the Green Masters Program® platform.

**Performance Improvement:** A reduction in an organization's impact on environmental, social, and governance factors, as measured by key performance indicators.

**Priority Topics:** Sustainability issues that are addressed within the Green Masters Program® framework which an organization has selected for inclusion in their assessment.

**Scope of Coverage:** The business operations included in a participating organization's Green Masters Program® disclosure.

**Stakeholders:** Individuals or groups of people who are impacted by an organization's actions or who may impact the organization's ability to create value over time.

**Status:** The level of recognition a participating organization has achieved within the Green Masters Program®, representing the degree to which the organization has identified and is effectively managing its material sustainability issues and its performance related to those issues.

**Sustainability:** The pursuit of a business growth strategy that creates long-term stakeholder value by seizing opportunities and managing risks related to the company's environmental and social impacts.

**Topics:** Sustainability issues that are addressed within the Green Masters Program® framework.