

G4 Disclosure	G4 Section	Information	Annual Integrated Report	Governance Report	Annual Financial Statements	Websites
<b>General Disclosures: Strategy and Analysis</b>						
G4-1	Statement from the most senior decision-maker of the organisation.	Chairman's report. CEO's report.	Pages 10-11, 12-14			<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-2	A description of key impacts, risks and opportunities.	Risks and opportunities.	Page 15	Pages 3-14, 23-24		
<b>General Disclosures: Organizational Profile</b>						
G4-3	Name of organisation.	The Bidvest Group Limited appears on the top of every page throughout the report.	Front cover. Administration.		Front cover. Administration	<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-4	Activities, brands, products and services: (a) A description of the organisation's activities. (b) Primary brands, products and services, including an explanation of any products or services.	Integrated overview. Business model.	Pages 3-7, 38-51			<a href="http://www.bidvest.com/divisional-structure.php">http://www.bidvest.com/divisional-structure.php</a>
G4-5	Location of the organization's headquarters.	Bidvest House, 18 Crescent Drive, Melrose Arch, 2196, South Africa.	Administration page		Administration page	
G4-6	Location of operations. Number of countries where the organization operates, and the names of countries, where it has significant operations and/or that are relevant to the topics covered in the report.	Integrated view. Divisional reports.	Pages 3-7, 38-51			<a href="http://www.bidvest.com/divisional-structure.php">http://www.bidvest.com/divisional-structure.php</a>
G4-7	Nature of ownership and legal form.	Administration page.	Administration page.		Administration page	
G4-8	Markets served. (a) Geographic locations where products and services are offered. Sectors served. (b) Types of customers and beneficiaries.	Integrated view. Divisional reports. Consolidated segmental analysis. Administration page.	Pages 2, 34-37, 38-51			<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-9	Scale of the organisation: (a) Number of employees. (b) Total number of operations. (c) Nett sales (for private sector organizations) or nett revenues (for public sector organizations). (d) Total capitalisation broken down in terms of debt and equity (for private sector organisations). (e) Quantity of products or services provided.	Integrated view. Financial statements and notes. Chairman's report	Pages 3-7, 10-11		Pages 20-79	<a href="http://www.bidvest.com/financial-results/archive.php">http://www.bidvest.com/financial-results/archive.php</a>
G4-10	Information on employees and other workers. (a) Total number of employees by employment contract (permanent and temporary) by gender. (b) Total number of employees by employment contract (permanent and temporary) by region. (c) Total number of employees by employment type (full-time and part-time) by gender. (d) Whether a significant portion of the organization's activities are performed by workers who are not employees. If applicable, a description of the nature and scale of work performed by workers who are not employees. (e) Any significant variations to the numbers reported such as seasonal variations in the tourism or agricultural industries.	Integrated view. Consolidated segmental analysis. Stewardship - transformation, sustainability & people.	Pages 3-7, 22-25, 34-37		Pages 25-28	<a href="http://www.bidvest.com/strategic-business-model.php">http://www.bidvest.com/strategic-business-model.php</a> <a href="http://www.bidvest.com/divisional-structure.php">http://www.bidvest.com/divisional-structure.php</a> <a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
G4-11	Percentage of total employees covered by collective bargaining agreements.	Not reported at Group level.				
G4-12	A description of the organization's supply chain, including its main elements as they relate to the organization's activities, primary brands, products and services.	Integrated view. Business model. History. Interest in subsidiaries and joint ventures.	Pages 3-7, 8-9, 32-33			<a href="http://www.bidvest.com/divisional-structure.php">http://www.bidvest.com/divisional-structure.php</a>
G4-13	Significant changes to the organization and its supply chain. (a) Changes in the location of, or changes in, operations, including facility openings, closings, and expansions. (b) Changes in the share capital structure and other capital formation, maintenance, and alteration operations (for private sector organization). (c) Changes to the location of suppliers, the structure of the supply chain, or relationships with suppliers, including selection and termination.	Integrated view. Governance - combined assurance.	Pages 3-7, 16-17	Page 1		<a href="http://www.bidvest.com/sustainability-governance.php">http://www.bidvest.com/sustainability-governance.php</a>
G4-14	Precautionary principle or approach. Whether or how the organization applies the Precautionary principle or approach	Stewardship - transformation, sustainability & people. Stakeholder engagement.	Pages 22-24	Pages 26-30		<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
G4-15	External initiatives. A list of externally-developed economic, environmental and social charters, principles, or other initiatives to which the organization subscribes, or which it endorses.	Not reported at Group level.				
G4-16	Memberships of associations. A list of the main memberships of industry or other associations, and national or international advocacy organizations.	Interests in subsidiaries and associates.			Pages 80-88	
G4-17	Entities included in the consolidated financial statements: (a) A list of all entities included in the organization's consolidated financial statements or equivalent documents. (b) Whether any entity included in the organization's consolidated financial statements or equivalent documents is not covered by the report.	About this report. Integrated view.	Back of front cover. Pages 3-7	Pages 1-14		
G4-18	Defining report content and topic boundaries. (a) An explanation of the process for defining the report content and the topic boundaries. (b) An explanation of how the organization has implemented the reporting for defining report content.	About this report. Divisional reports. Stewardship - transformation, sustainability & people.	Back of front cover. Pages 22-25, 38-51	Pages 27-30		
G4-19	A list of material topics identified in the process for defining report content.	Management approach				
G4-20 & G4-21 merged and combined with G4-DMA-a	Explanation of the material topic and its boundary. (a) An explanation of why the topic is material? (b) The boundary for the material topic, which includes a description of: (i) Where the impacts occur? (ii) The organization's involvement with the impacts. For example, whether the organization has caused or contributed to the impacts, or is directly linked to the impacts through its business relationships. (c) Any specific limitation regarding the topic boundary.	About this report. Divisional reports. Stewardship - transformation, sustainability & people.	Back of front cover. Pages 22-24, 38-51	Pages 27-30		<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
<b>General Disclosures</b>						
G4-22	Restatements of information. The affect of any restatements of information given in previous reports and the reasons for such restatements.	No significant changes.				
G4-23	Changes in reporting	No significant changes.				
G4-24	List of stakeholder groups engaged by the organization. (a) Civil society. (b) Customers. (c) Employees and workers who are not employees. (d) Trade unions. (e) Local communities. (f) Shareholders and providers of capital. (g) Suppliers.	Stakeholder engagement.	Pages 30-31	Pages 25-26		<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-25	Identifying and selecting stakeholders. The basis for identifying and selecting stakeholders with whom to engage. (a) Defining its stakeholder groups. (b) Determining the groups with which to engage and not to engage.	Social and ethics committee report. Stakeholder engagement.	Pages 21, 30-31	Pages 25-26		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-26	Approach to stakeholder engagement. The organization's approach to stakeholder engagement, including frequency of engagement by type and by stakeholder group, and an indication of whether any of the engagement was undertaken specifically as part of the report preparation process.	Stakeholder engagement.	Pages 30-31	Pages 25-26		
G4-27	Key topics and concerns raised through stakeholder engagement: (a) How the organization has responded to key topics and concerns, including through its reporting. (b) The stakeholder groups that raised each of the key topics and concerns.	Stakeholder engagement.	Pages 30-31	Pages 25-26		
G4-28	Reporting period for the information provided.	July 2016 - June 2017.				<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-29	Date of most recent report.	October 2016.				<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-30	Reporting cycle.	Annually.				<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-31	Contact point for questions regarding the report.	Investor relations: Ilze Roux, Administration page.	Administration page		Administration page	
G4-32-a	Report the 'in accordance' option the organization has chosen. Report the GRI Content Index for the chosen option (see tables below). Report the reference to the External Assurance Report, if the report has been externally assured. GRI recommends the use of external assurance but it is not a requirement to be 'in accordance' with the Guidelines.	About this report.	Back of front cover	Page 1		
G4-32-b	GRI content index: (a) The GRI content index, which specifies each of the G4 standards used and lists all disclosures included in the report. (b) For each disclosure, the content index shall include: (i) The number of the disclosures (for disclosures covered by the G4 Standards; (ii) The page number (s) or URL (s) where the information can be found, either within the report or in other published materials; (iii) if applicable, and where permitted, the reason (s) for omission when a required disclosure cannot be made.	GRI Content Index.				<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-32-c & G4-33 combined	External assurance report. (a) A description of the organisation's policy and practice with regard to seeking external assurance for this report. (b) If the report has been externally assured: (i) A reference to the external assurance report, statements, or opinions. If not included in the assurance report accompanying the sustainability report, a description of what has and what has not been assured and on what basis. Including the assurance standards used, the level of assurance obtained and any limitations of the assurance process; (ii) The relationship between the organization and the assurance provider; (iii) Whether and how the highest governance body or senior executives are involved in seeking external assurance for the organisation's sustainability report.	About the report. Independent auditors' report.	Back of front cover. Page 54		Pages 3-5	
G4-34	Governance structure: (a) Governance structure of the organization, including committees of the highest governance body. (b) Committees responsible for decision-making on economic, environmental and social topics.	Stewardship - combined assurance. Stewardship - who governs us.	Pages 12-21	Pages 29-30		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>

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G4-35	Delegating authority: Process for delegating authority for economic, environmental and social topics from the highest governance body to senior executives and other employees.	Stewardship - combined assurance. Stewardship - who governs us. Stewardship - transformation, sustainability & people.	Pages 2-3, 16-17, 18-21, 22-25	Pages 29-30		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a> <a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
G4-36	Executive level responsibility for economic, environmental and social topics. (a) Whether the organization has appointed an executive level position with responsibility for economic, environmental and social topics. (b) Whether post holders report directly to the highest governance body.	Stewardship - combined assurance. Stewardship - who governs us. Stewardship - transformation, sustainability & people.	Pages 2-3, 16-17, 18-21, 22-25	Pages 29-30		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a> <a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
G4-37	Consulting stakeholders on economic, environmental and social topics. (a) Processes for consultation between the stakeholders and the highest governance body on economic, environmental and social topics. (b) If consultation is delegated, describe to whom it is delegated and how the resulting feedback is provided to the highest governance body.	Social and ethics committee report. Stakeholder engagement.	Pages 21, 30-31	Pages 9-10, 25-26		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-38	Composition of the highest governance body and its committees. (a) Executives or non-executives. (b) Independence. (c) Tenure on the governance body. (d) Number of each individuals with significant positions and committees and nature of the commitments. (e) Gender. (f) Membership of under-represented social groups. (g) Competencies related to economic, environmental and social topics. (h) Stakeholder representatives.	Stewardship - who governs us.	Pages 18-21	Pages 3-14, 25-26		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-39	Chair of the highest governance body. (a) Whether the chair of the chair of the highest governance body is also an executive officer in the organization. (b) If the chair is also an executive officer, describe his/her function within the organization's management and the reasons for this arrangement.	Stewardship - who governs us.	Pages 18-21	Pages 3-14, 25-26		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-40	Nominating and selecting the highest governance body. (a) Nominations and selection processes for the highest governance body and its committees. (b) Criteria used for nominating and selecting highest governance body members, including whether and how: (i) stakeholders (including shareholders) are involved; (ii) diversity is considered; (iii) independence is considered; (iv) expertise and experience relating to economic, environmental and social topics.	Stewardship - who governs us.	Pages 18-21	Pages 3-14, 25-26		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-41	Conflicts of interest. (a) Processes for the highest governance body to ensure conflicts of interest are avoided and managed. (b) Whether conflicts of interest are disclosed to stakeholders, including, as a minimum: (i) Cross-board membership; (ii) Cross-shareholding with suppliers and other stakeholders; (iii) Existence of controlling shareholder; (iv) Related party disclosure.	Stewardship - who governs us.	Pages 18-21	Pages 3-14, 25-26		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-42	Role of highest governance body in setting purpose, values and strategy. Highest governance body's and senior executives roles in the development, approval and updating of the organisation's purpose, value or mission statements, strategies, policies and goals related to economic, environmental and social topics.	Stewardship - who governs us.	Pages 18-21	Pages 3-14, 25-26		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-43	Collective knowledge of highest governance body. Measures taken to develop and enhance the highest governance body's collective knowledge of economic, environmental and social topics.	Stewardship - who governs us.		Pages 2-14		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-44	Evaluating the highest governance body's performance. (a) Processes for evaluating the governance body's performance with respect to governance of economic, environmental and social topics. (b) Whether such evaluation is independent or not, and its frequency. (c) Whether such evaluation is a self-assessment. (d) Actions taken in responses to evaluation of the highest governance body's performance with respect to governance of economic, environmental and social topics, including as a minimum, changes in membership and organisational practice.	Stewardship - who governs us.		Pages 2-14		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-45	Identifying and managing economic, environmental, and social impacts. (a) Highest governance body's role in identifying and managing economic, environmental and social topics and their impacts, risks and opportunities - including its role in the implementation of due diligence processes. (b) Whether stakeholder consultation is used to support the highest governance body's identification and management of economic, environmental and social topics and their impacts, risks and opportunities.	Chairman's report. CEO report. Stewardship - who governs us. Business model.	Pages 8-14	Pages 2-14		<a href="http://www.bidvest.com/index.php">http://www.bidvest.com/index.php</a> <a href="http://www.bidvest.com/strategic-business-model.php">http://www.bidvest.com/strategic-business-model.php</a> <a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-46	Highest governance body's role in reviewing the effectiveness of the organisation's risk management processes for economic, environmental and social issues.	Stewardship - governance. Risks & opportunities.	Pages 2-15	Pages 23-24		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-47	Review of economic, environmental, and social topics. Frequency of the highest governance body's review of the economic, environmental and their impacts, risks and opportunities.	Stewardship - corporate governance. Stewardship - transformation, sustainability & people. Risks & opportunities.	Pages 15, 18-25	Pages 3-14, 27-30		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a> <a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
G4-48	Highest governance body's role in sustainability reporting: The highest committee or position that formally reviews and approved the organisation's sustainability report and ensures that all material topics were answered.	Stewardship - corporate governance. Stewardship - transformation, sustainability & people. Risks & opportunities.	Pages 18-25	Pages 3-14, 27-30		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a> <a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
G4-49	Process for communicating critical concerns to the highest governance body.	Stewardship - combined assurance. Stewardship - who governs us. Board and committees meetings.	Pages 15, 18-25	Pages 3-14, 27-30		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-50	Nature and total number of critical concerns: (a) Total number and nature of critical concerns that were communicated to the highest governance body. (b) Mechanism (s) used to address and resolve critical concerns.	Stewardship - corporate governance. Stewardship - transformation, sustainability & people. Risks & opportunities.		Pages 3-14		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
G4-51	Remuneration policies: (a) Remuneration policies for the highest governance body and senior executives for the following types of remuneration: (i) Fixed pay and variable pay, including performance-based pay, equity-based pay, bonuses, and deferred or vested shares; (ii) Sign-on bonuses or recruitment incentive payments; (iii) Termination payments; (iv) Clawbacks; (v) Retirement benefits, including the difference between benefit and contribution rates for the highest governance body, senior executives and all other employees. (b) How performance criteria in the remuneration policies relate to the highest governance body's and senior executives' objectives for economic, environmental and social policies.	Remuneration report.		Pages 15-27		<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-52	Process for determining remuneration: (a) Process for determining remuneration. (b) Whether remuneration consultants are involved in determining remuneration and whether they are independent of management. (c) Any other relationships that the remuneration consultants have with the organisation.	Remuneration report.		Pages 15-27		<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-53	Stakeholders' involvement in remuneration. (a) How stakeholders' views are sought and taken into account regarding remuneration. (b) If applicable, the results of votes on termination policies and proposals.	Remuneration report.		Pages 15-27		<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-54	Annual total compensation ratio.	Not reported at Group level.				
G4-55	Percentage increase in annual total compensation ratio.	Not reported at Group level.				
<b>General Disclosures: Ethics and Integrity</b>						
G4-56	A description of the organisation's values, principles, standards and norms of behaviour.	Integrated view. Stewardship - combined assurance.	Pages 3-7, 16-17	Page 1		
G4-57 & G4-58 have combined	Mechanisms for advice and concerns about ethics. A description of internal and external mechanisms for: (i) Seeking advice about ethical and lawful behaviour, and organizational integrity; (ii) Reporting concerns about unethical or unlawful behaviour, and organizational integrity.	Integrated view. Stewardship - corporate governance.	Pages 3-7, 16-17	Page 1		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a>
<b>Management Approach</b>						
G4-DMA-b	The management approach and its components. (a) An explanation of how the organisation manages the topic. (b) A statement of the purpose of the management approach. (c) A description of the following if the management approach includes that component: (i) Policies; (ii) Commitments; (iii) Goals and targets; (iv) Responsibilities; (v) Resources; (vi) Grievance mechanisms; (vii) Specific actions such as processes, programs and initiatives.	Integrated view. Stewardship - combined assurance.	Pages 3-7, 16-17	Page 1		
G4-DMA-c	Evaluation of the management approach. (a) An explanation of how the organisation evaluates the management approach, including: (i) the mechanisms for evaluating the effectiveness of the management approach. (ii) the results of the evaluation of the management approach, (iii) any related adjustments to the management approach.	Integrated view. Stewardship - combined assurance.	Pages 3-7, 16-17	Page 1		
<b>Economic Performance</b>						
G4-EC1	Direct economic value generated and distributed: (a) Direct economic value generated and distributed (EVG&D) on an accrual basis, including the basic components for the organisation's global operations as listed below. If data are presented on a cash basis, report the justification for this decision in addition to reporting the following basic components: (i) Direct economic value generated revenue; (ii) Economic value distributed operating costs, employee wages, and benefits; payments to providers of capital payments to government by country, and community investments; (iii) Economic value retained, direct economic value generated less economic value distributed. (b) Where significant report EVG&D separately at country, regional, or market levels and the criteria used for defining significance.	Annual financial statements. Chairman's report. CEO report. CFO report. Value-added statement.	Pages 10-11, 12-14, 26-29, 55-61		Pages 14-79	<a href="http://www.bidvest.com">www.bidvest.com</a>
G4-EC2	Financial implications and other risks and opportunities due to climate change. (a) Risks and opportunities posed by climate change that have the potential to generate substantive changes to operations, revenue or expenditure, including: (i) A description of the risk or opportunity and its classification as either a physical regulatory or other; (ii) A description of the impact associated with the risk or opportunity; (iii) The financial implications of the risk or opportunity before action is taken; (iv) The methods used to manage the risk or opportunity; (v) The costs of actions taken to manage the risk or opportunity.	Stakeholder engagement. Stewardship - transformation, sustainability & people.	Pages 22-25, 30-31	Pages 26 - 30		<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>

G4 Disclosure	G4 Section	Information	Annual Integrated Report	Governance Report	Annual Financial Statements	Websites
G4-EC3	<p>Defined benefit plan obligations and other retirement plans.</p> <p>(a) If the plan's liabilities are met by the organisation's general resources, the estimated value of those liabilities.</p> <p>(b) If a separate fund exists to pay the plan's pension liabilities: (i) The extent to which the scheme's liabilities are estimated to be covered by the assets that have been set aside to meet them; (ii) The basis on which that estimate has been arrived at; (iii) When that estimate was made.</p> <p>(c) If a fund was set up to pay the plan's premium liabilities is not fully covered, explain the strategy if any, adopted by the employer to work towards the full coverage and the timescale, if any by which the employee hopes to achieve full coverage.</p> <p>(d) Percentage of salary contributed by employee or employer.</p> <p>(e) Level of participation in retirement plans, such as participation in mandatory or voluntary scheme, regional or country-based schemes or those with financial impact.</p>	Notes to annual financial statements.			Pages 29-79	www.bidvest.com
G4-EC4	<p>Financial assistance received from government:</p> <p>(a) Total monetary value of financial assistance received by the organisation from any government during the reporting period, including: (i) Tax relief and tax credits; (ii) Subsidies; (iii) investment grants, research and development grants and other relevant types of grant; (iv) Awards; (v) Royalty holidays; (vi) Financial assistance from Export Credit Agencies; (vii) financial incentives; (viii) Other financial benefits received or receivable from any government for any operations</p> <p>(b) The information by country.</p> <p>(c) Whether and the extent to which any government is present in the shareholding structure.</p>	Not applicable.				
	<b>Market Presence</b>					
G4-EC5	<p>Ratio of standard entry level wage by gender compared to local minimum wage:</p> <p>(a) When a significant proportion of employees are compensated on wages subject to minimum wage rules, report the relevant ratio of the entry level wage by gender at significant locations of operations to the minimum wage.</p> <p>(b) When a significant proportion of other workers (excluding employees) performing the organisation's activities are compensated based on wages subject to minimum wage rules, describe the actions taken to determine whether these workers are paid above the minimum wage.</p> <p>(c) Whether a local minimum wage is absent or variable at significant locations of operation, by gender. In circumstances in which different minimum can be used as a reference, report which minimum wage is being used.</p> <p>(d) The definitions used for "significant locations of operation".</p>	Not reported at Group level.				
G4-EC6	<p>Proportion of senior management hired from the local community.</p> <p>(a) Percentage of senior management at significant locations of operations that are hired from the local community.</p> <p>(b) A definition used for "senior management".</p> <p>(c) The organisation's geographical definition of "local".</p> <p>(d) The definition used for "significant locations of operation".</p>	Stewardship - transformation, sustainability & people. Stakeholder engagement.	Pages 22-25			<a href="http://www.bidvest.com/divisional-information.php">http://www.bidvest.com/divisional-information.php</a> Page numbers: <a href="http://www.bidvest.com/sustainability-transformation.php">http://www.bidvest.com/sustainability-transformation.php</a> <a href="http://www.bidvest.com/pdf/bee/em-powerdex-bidvest-group-limited-verification-report.pdf">http://www.bidvest.com/pdf/bee/em-powerdex-bidvest-group-limited-verification-report.pdf</a>
	<b>Indirect Economic Impacts</b>					
G4-EC7	<p>Infrastructure investments and services supported.</p> <p>(a) Extent of development of significant infrastructure investment and services supported.</p> <p>(b) Current or expected impacts on communities and local economies, including positive and negative impacts where relevant.</p> <p>(c) Whether these investments and services are commercial, in-kind, or pro-bono engagements.</p>	CEO report. CFO report. Divisional reports.	Pages 10-14, 38-51			<a href="http://www.bidvest.com/sustainability-transformation.php">http://www.bidvest.com/sustainability-transformation.php</a> <a href="http://www.bidvest.com/divisional-structure.php">http://www.bidvest.com/divisional-structure.php</a>
G4-EC8	<p>Significant indirect economic impacts.</p> <p>(a) Examples of significant identified indirect economic impacts of the organisation, including positive and negative impacts.</p> <p>(b) Significance of the indirect economic impacts in the context of external benchmarks and stakeholder priorities, such as national and international standards, protocols and policy agendas.</p>	Risks & opportunities. Business model.	Pages 8-9, 15			<a href="http://www.bidvest.com/index.php">http://www.bidvest.com/index.php</a>
	<b>Procurement Practices</b>					
G4-EC9	<p>Proportion of spending on local suppliers.</p> <p>(a) Percentage of the procurement budget used for significant locations of operation that is spent on suppliers local to that operations (such as percentage of products and services purchased locally).</p> <p>(b) The organisation's geographical definition of "local".</p> <p>(c) The definition used for "significant locations of operation".</p>	Not reported at Group level.				
	<b>Environmental: Materials</b>					
G4-EN1	<p>Materials used by weight or volume. Total weight or volume of materials that are used to produce and package the organisation's primary products and services during the reporting period:</p> <p>(a) Non-renewable materials used.</p> <p>(b) Renewable materials used.</p>	Not reported at Group level.				
G4-EN2	<p>Recycled input materials used. Percentage of recycled input materials used to manufacture the organisation's primary products and services.</p>	Not reported at Group level.				
	<b>Environmental: Energy</b>					
G4-EN3	<p>Energy consumption within the organisation.</p> <p>(a) Total fuel consumption within the organization from non-renewable resources to joules, or multiples, and including fuel types.</p> <p>(b) Total fuel consumptions within the organization from renewable sources to joules, or multiples and including the fuels used.</p> <p>(c) Total energy consumption within the organisation.</p>	Stewardship - transformation, sustainability & people. Stakeholder engagement.	Pages 22-25			<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
G4-EN4	<p>Energy consumption outside of the organization.</p> <p>(a) Energy consumption outside of the organisation, in joules or multiples.</p> <p>(b) Standards, methodologies, assumptions and / or calculation tools used.</p> <p>(c) Source of the conversion factors used.</p>	Not reported at Group level.				
G4-EN5	<p>Energy intensity.</p> <p>(a) Energy ratio for the organisation.</p> <p>(b) Organisation-specific metric (the denominator) chosen to calculate the ratio.</p> <p>(c) Types of energy included in the intensity ratio, whether fuel, electricity, heating, cooling, steam or all.</p> <p>(d) Whether the ratio uses energy consumption within the organisation, outside of it or both.</p>	Stewardship - transformation, sustainability & people. Stakeholder engagement.	Pages 22-25			<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
G4-EN6	<p>Reduction of energy consumption:</p> <p>(a) Amount of reductions in energy consumption achieved as a direct result of conservation and efficiency initiatives, in joules or multiples.</p> <p>(b) Types of energy included in the reductions, whether fuel, electricity, heating, cooling, steam or all.</p> <p>(c) Basis for calculating reductions in energy consumption, such as base year or baseline, including the rationale for choosing it.</p> <p>(d) Standards, methodologies, assumptions and / or calculations tools used.</p>	Stewardship - transformation, sustainability & people. Divisional reports.	Pages 22-25, 38-51			<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
G4-EN7	<p>Reductions in energy requirements of products and services.</p> <p>(a) Reductions in energy requirements of solid products and services achieved during the reporting period, in joules or multiples.</p> <p>(b) Basis for calculating reductions in energy consumption, such as base year or baseline, including the rationale for choosing it.</p> <p>(c) Standards, methodologies, assumptions, and / or calculations used.</p>	Stewardship - transformation, sustainability & people. Divisional reports.	Pages 22-25, 38-51			<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
	<b>Environmental: Water</b>					
G4-EN8	<p>Water withdrawal by source:</p> <p>(a) Total volume of water withdrawal, with a breakdown by the following sources: (i) Surface water, including water from wetlands, rivers, lakes and oceans; (ii) Ground water; (iii) Rainwater collected directly and stored by the organization; (iv) Waste water from another organisation; (v) Municipal water supplies or other public or private water utilities.</p> <p>(b) Standards, methodologies and assumption used.</p>	Stewardship - transformation, sustainability & people. Divisional reports.	Pages 22-25, 38-51			<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
G4-EN9	<p>Water sources significantly affected by withdrawal of water.</p> <p>(a) Total number of water sources significantly affected by withdrawal by type: (i) Size of the water source; (ii) Whether the source is designated as a nationally or internationally protected area; (iii) Biodiversity value (such as species diversity and endemism and total number of protected species); (iv) Value or importance of the water source to local communities and indigenous people.</p> <p>(b) Standards, methodologies and assumptions used.</p>	Not available.				
G4-EN10	<p>Water recycled and reused:</p> <p>(a) Total volume of water recycled and reused by the organisation.</p> <p>(b) Total volume of water recycled and reused as a percentage of the total water withdrawal.</p> <p>(c) Standards, methodologies and assumptions used.</p>	Not available.				
	<b>Environmental: Biodiversity</b>					
G4-EN11	<p>Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas.</p> <p>(a) For each operational site owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas, the following information: (i) Geographic location; (ii) Subsurface and underground land that may be owned, leased or managed by the organisation; (iii) Position in relation to the protected areas, (in the area adjacent to, or containing portions of the protected area) or the high biodiversity value area outside protected areas; (iv) Type of operation (office, manufacturing or production or extractive); (v) Size of operational site in km2 (or another unit, if appropriate); (vi) Biodiversity value characterized by the attribute of the protected area or area of high biodiversity value outside the protected area (terrestrial, freshwater or maritime ecosystem); (vii) Biodiversity value characterized by listing of protected status (such as IUCN Protected Area Management Categories, Ramsar Convention, national legislation).</p>	Most of our operations are not in biodiversity protected areas. Only a few entities work with hazardous chemicals, Bidvest Tank Terminals and the Namibian Fishing business. However they have necessary precautionary measures in place for their respective businesses. Divisional reports.	Pages 40-41. Refer to Bidvest Namibia annual report			<a href="http://www.bidvest.com/bidvest-industrial-freight.php">http://www.bidvest.com/bidvest-industrial-freight.php</a> . Bidvest Namibia annual report: <a href="http://www.bidvestnamibia.com.na">www.bidvestnamibia.com.na</a>
G4-EN12	<p>Significant impacts of activities, products, and services on biodiversity.</p> <p>(a) Nature of significant direct and indirect impacts on biodiversity with reference to one or more of the following: (i) Construction or use of manufacturing plants, mines, and transport infrastructure; (ii) Pollution or use of manufacturing of substances that do not naturally occur in the habitat from point and non-point sources; (iii) Introduction to invasive species, pests and pathogens; (iv) Reduction of species; (v) Habitat conversion; (vi) Changes in ecological processes outside the natural range of variation (such as salinity or changes in groundwater level).</p> <p>(b) Significant direct and indirect positive and negative impacts with reference to the following: (i) Species affected; (ii) Extent of areas impacted; (iii) Duration of impacts; (iv) Reversibility of the impacts.</p>	This is not material from the Group perspective as our Namibia Fishing business is our only one that has a direct impact from its fishing. Bidvest Namibia's operational review. Bidvest Namibia's annual report.	Refer to Bidvest Namibia annual report			www.bidvestnamibia.com.na

G4 Disclosure	G4 Section	Information	Annual Integrated Report	Governance Report	Annual Financial Statements	Website
G4-EN13	Habitats protected or restored: (a) Size and location of all habitat areas protected or restored and whether the success of the restoration measure was or is approved by independent external professionals. (b) Whether partnerships exist with third parties to protect or restore habitat areas distinct from where the organisation has overseen and implemented restoration or protection measures. (c) Status of each area based on its condition at the close of the reporting period. (d) Standards, methodologies and assumptions used.	Not reported at Group level.				
G4-EN14	IUCN Red List species and national conservation list species with habitats in areas affected by operations. (a) Total number of IUCN Red List species and national conservation list species with habitats in areas affected by the operations of the organisation, by level of extinction risk: (i) Critically endangered; (ii) Endangered; (iii) Vulnerable; (iv) Near threatened; (v) Least concern.	This is not material from the Group perspective as our Namibia Fishing business is our only one that has a direct impact from its fishing. Bidvest Namibia's operational review. Bidvest Namibia's annual report.				www.bidvestnamibia.com.na
<b>Environmental: Emissions</b>						
G4-EN15	Direct (Scope 1) GHG emissions: (a) Gross direct (Scope 1) GHG emissions in metric tonnes of CO2 equivalent. (b) Gases included in the calculation, whether CO2; CH4; N2O; HFCs; PFCs or all) (c) Biogenic CO2 equivalent. (d) Base year for the calculation, if applicable, including: (i) the rationale for choosing it; (ii) emissions in the base year; (iii) the context for any significant changes in emissions that triggered recalculations of base year emissions. (e) Source of the emission factors and the global warming potential (GWYP) rates used or a reference to the GWP source. (f) Consolidation approach for emissions, equity share, financial control or operational control. (g) Standards, methodologies, assumptions and / or calculations tools used.	Stewardship - transformation, sustainability & people. Divisional reports.	Pages 22-25, 38-51			http://www.bidvest.com/sustainable-overview.php
G4-EN16	Direct (Scope 2) GHG emissions: (a) Gross direct (Scope 2) GHG emissions in metric tonnes of CO2 equivalent. (b) Gases included in the calculation, whether CO2; CH4; N2O; HFCs; PFCs or all) (c) Biogenic CO2 equivalent. (d) Base year for the calculation, if applicable, including: (i) the rationale for choosing it; (ii) emissions in the base year; (iii) the context for any significant changes in emissions that triggered recalculations of base year emissions. (e) Source of the emission factors and the global warming potential (GWYP) rates used or a reference to the GWP source. (f) Consolidation approach for emissions, equity share, financial control or operational control. (g) Standards, methodologies, assumptions and / or calculations tools used.	Not reported at Group level.				
G4-EN17	Direct (Scope 3) GHG emissions: (a) Gross direct (Scope 3) GHG emissions in metric tonnes of CO2 equivalent. (b) Gases included in the calculation, whether CO2; CH4; N2O; HFCs; PFCs; NF2 or all) (c) Biogenic CO2 equivalent. (d) Other indirect (Scope 3) GHG emissions categories and activities included in the calculation. (e) Base year for the calculation, if applicable, including: (i) the rationale for choosing it; (ii) emissions in the base year; (iii) the context for any significant changes in emissions that triggered recalculations of base year emissions. (e) Source of the emission factors and the global warming potential (GWYP) rates used or a reference to the GWP source. (f) Consolidation approach for emissions, equity share, financial control or operational control. (g) Standards, methodologies, assumptions and / or calculations tools used.	Not reported at Group level.				
G4-EN18	GHG emissions intensity: (a) GHG emissions intensity ratio for the organisation. (b) Organisation-specific metric (the denominator) chosen to calculate the ratio. (c) Types of GHG emissions included in the intensity ratio, whether direct (Scope 1) energy indirect (Scope 2) and / or other indirect (Scope 3). (d) Gases included in the calculation, whether CO2; CH4; N2O; HFCs; PFCs; NF2 or all.	Not reported at Group level.				
G4-EN19	Reduction of GHG emissions: (a) GHG emissions in metric tonnes of CO2 equivalent. (b) Gases included in the calculation, whether CO2; CH4; N2O; HFCs; PFCs; NF2 or all) (c) Base year or baseline including the rationale for choosing it. (d) Scopes in which reductions took place, whether direct (Scope 1); energy indirect (Scope 2) and/or other indirect (Scope 3) (e) Standards, methodologies, assumptions and / or calculations tools used.	Not reported at Group level.				
G4-EN20	Emissions of ozone-depleting substances (ODS) (a) Production imports and exports of ODS in metric tonnes of CFC-11 equivalent. (b) Substances included in the calculation. (c) Source of the emission factors used. (d) Standards, methodologies, assumptions and/or calculation tools used.	Not reported at Group level				
G4-EN21	Nitrogen oxides (NOx), sulfur oxides (SOx), and other significant air emissions. (a) Significant air emissions in kilograms or multiples for each of the following: (i) Nox; (ii) Sox; (iii) Persistent organic pollutants; (iv) Volatile organic compounds; (v) Hazardous air pollutants; (vi) Particulate matter; (vii) Other standard categories of air emissions identified in relevant regulations. (b) Sources of the emission factors used. (c) Standards, methodologies, assumptions and/or calculation tool used.	Not reported at Group level.				
<b>Environmental: Effluents and Waste</b>						
G4-EN22	Water discharge by quality and destination. (a) Total volume of planned and unplanned water discharges by: (i) destination; (ii) quality of the water, including treatment method; (iii) whether the water was reused by another organisation. (b) Standards, methodologies and assumptions used.	The only water intensive business in the Group is Bidvest Laundries and Bidvest Car Rental. Not material as the Group does not use water in the manufacturing/producing/services of the various businesses.				
G4-EN23	Waste by type and disposal method: (a) Total weight of hazardous waste, with a breakdown by the following disposal methods where applicable: (i) Reuse; (ii) Recycling; (iii) Composting; (iv) Recovery, including energy recovery; (v) Incineration (mass burn); (vi) Deep well injection (vii) Landfill; (viii) On-site storage; (ix) Other (to be specified by the organization). (b) Total weight of non-hazardous waste, with a breakdown by the following disposal methods where applicable: (i) Reuse; (ii) Recycling; (iii) Composting; (iv) Recovery, including energy recovery; (v) Incineration (mass burn); (vi) Deep well injection; (vii) Landfill; (viii) On-site storage; (ix) Other (to be specified by the organization). (c) How the waste disposal method has been determined: (i) Disposed of directly by the organization, or otherwise directly confirmed; (ii) information provided by the waste disposal contractor; (iii) Organizational defaults of the waste disposal contractor.	Not available.				
G4-EN24	Significant spills (a) Total number and total volume of recorded significant spills. (b) The following additional information for each spill that was reported in the organization's financial statements: (i) Location of spill; (ii) Volume of spill; (iii) Material of spill, categorized by: oil spills (soil or water surfaces), fuel spills (soil or water surfaces), spills of wastes (soil or water surfaces), spills of chemicals (mostly soil or water surfaces), and other (to be specified by the organization). (c) Impacts of significant spills.	No significant spills reported. Not reported at Group level.				
G4-EN25	Transport of hazardous waste: (a) Total weight for each of the following: (i) Hazardous waste transported; (ii) Hazardous waste imported; (iii) Hazardous waste exported; (iv) Hazardous waste treated. (b) Percentage of hazardous waste shipped internationally.	Not applicable.				
G4-EN26	Water bodies affected by water discharges and/or runoff: (a) Water bodies and related habitats that are significantly affected by water discharges and/or runoff, including information on: (i) The size of the water body and related habitat; (ii) Whether the water body and related habitat is designated as a nationally or internationally protected area; (iii) The biodiversity value, such as total number of protected species.	Not available.				
<b>Environmental: Materials</b>						
G4-EN28	Reclaimed products and their packaging materials: (a) Percentage of reclaimed products and their packaging materials for each product category. (b) How the data for this disclosure have been collected.	Not available.				
<b>Environmental Compliance</b>						
G4-EN29	Non-compliance with environmental laws and regulations: (a) Significant fines and non-monetary sanctions for non-compliance with environmental laws and/or regulations in terms of: (i) Total monetary value of significant fines; (ii) total number of non-monetary sanctions; (iii) cases brought through dispute resolution mechanisms. (b) If the organization has not identified any non-compliance with environmental laws and/or regulations, a brief statement of this fact is sufficient.	Stewardship - corporate governance. Stewardship - transformation, sustainability & people. Risks & opportunities.		Pages 3-14		http://www.bidvest.com/board-members.php
<b>Supplier Environmental Assessment</b>						
G4-EN32	New suppliers that were screened using environmental criteria: Percentage of new suppliers that were screened using environmental criteria.	Not reported.				
G4-EN33	Negative environmental impacts in the supply chain and actions taken: (a) Number of suppliers assessed for environmental impacts. (b) Number of suppliers identified as having significant actual and potential negative environmental impacts, with which relationships were terminated as a result of assessment and why (c) Significant actual and potential negative environmental impacts identified in the supply chain. (d) Percentage of suppliers identified as having significant actual and potential negative environmental impacts with which improvements were agreed upon as a result of assessment. (e) Percentage of suppliers identified as having significant actual and potential negative environmental.	Not reported.				
<b>Management approach</b>						

G4 Disclosure	G4 Section	Information	Annual Integrated Report	Governance Report	Annual Financial Statements	Websites
<b>G4-EN34; G4-LA16; G4-HR12 &amp; G4-SO11 have combined</b>	The management approach and its components: Human rights grievance mechanism. (a) An explanation of how the organization manages the topic. (b) A statement of the purpose of the management approach. (c) A description of the following, if the management approach includes that component: (i) Policies; (ii) Commitments; (iii) Goals and targets; (iv) Responsibilities; (v) Resources; (vi) Grievance mechanisms; (vii) Specific actions, such as processes, projects, programs and initiatives. A number of grievances about impacts to society filed, addressed and resolved through formal grievance mechanisms during the reporting period.	Stewardship - corporate governance. Stewardship - transformation, sustainability & people. Risks & opportunities.	Pages 18-21	Pages 3-14, 27-30		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a> <a href="http://www.bidvest.com/ethics-line.php">http://www.bidvest.com/ethics-line.php</a> <a href="http://www.bidvest.com/pdf/code-ethics/code-of-ethics.pdf">http://www.bidvest.com/pdf/code-ethics/code-of-ethics.pdf</a>
<b>G4-LA1</b>	<b>Employment</b> New employee hires and employee turnover: (a) Total number and rate of new employee hires during the reporting period, by age group, gender and region. (b) Total number and rate of employee turnover during the reporting period, by age group, gender and region.	Stewardship - transformation, sustainability & people. Consolidated segmental reports.	Pages 18-25, 34-37		Pages 25-27	<a href="http://www.bidvest.com">www.bidvest.com</a>
<b>G4-LA2</b>	Benefits provided to full-time employees that are not provided to temporary or part-time employees: (a) Benefits which are standard for full-time employees of the organization but are not provided to temporary or part-time employees, by significant locations of operation. These include, as a minimum: (i) life insurance; (ii) health care; (iii) disability and invalidity coverage; (iv) parental leave; (v) retirement provision; (vi) stock ownership; (vii) others. (b) The definition used for 'significant locations of operation'.	Notes to annual financial statements.			Pages 30-79	<a href="http://www.bidvest.com">www.bidvest.com</a>
<b>G4-LA3</b>	Parental leave: (a) Total number of employees that were entitled to parental leave, by gender. (b) Total number of employees that took parental leave, by gender. (c) Total number of employees that returned to work in the reporting period after parental leave ended, by gender. (d) Total number of employees that returned to work after parental leave ended that were still employed 12 months after their return to work, by gender. (e) Return to work and retention rates of employees that took parental leave, by gender.	Not reported at Group level.				
<b>G4-LA4</b>	<b>Labour / Management Relations</b> Minimum notice periods regarding operational changes: (a) Minimum number of weeks' notice typically provided to employees and their representatives prior to the implementation of significant operational changes that could substantially affect them. (b) For organizations with collective bargaining agreements, report whether the notice period and provisions for consultation and negotiations are specified in collective agreements.	Not reported at Group level.				
<b>G4-LA5</b>	<b>Occupational Health and Safety</b> Workers representation in formal joint management-worker health and safety committees: (a) The level at which each formal joint management-worker health and safety committee typically operates within the organization. (b) Percentage of workers whose work, or workplace, is controlled by the organization, that are represented by formal joint management-worker health and safety committees.	Not reported at Group level.				
<b>G4-LA6</b>	Types of injury and rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities: (a) Types of injury, injury rate, occupational disease rate, lost day rate, absenteeism rate, and work-related fatalities, for all employees, with a breakdown by: (i) Region; (ii) Gender. (b) Types of injury, injury rate, and work-related fatalities, for all workers (excluding employees) whose work, or workplace, is controlled by the organization, with a breakdown by: (i) Region; (ii) Gender. (c) The system of rules applied in recording and reporting accident statistics.	Stewardship - transformation, sustainability & people.	Pages 22-25			<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
<b>G4-LA7</b>	Workers with high incidence or high risk of diseases related to their occupation: (a) Whether there are workers whose work, or workplace, is controlled by the organization, involved in occupational activities who have a high incidence or high risk of specific diseases.	Not available.				
<b>G4-LA8</b>	Health and safety topics covered in formal agreements with trade unions.	Not reported at Group level.				
<b>G4-LA9</b>	<b>Training and Education</b> Average hours of training that the organization's employees have undertaken by gender and employee category.	Stewardship - transformation, sustainability & people.	Pages 22-25			<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
<b>G4-LA10</b>	Programs for upgrading employee skills and transition assistance programs. (a) Type and scope of programs implemented and assistance provided to upgrade employee skills. (b) Transition assistance programs provided to facilitate continued employability and the management of career endings resulting from retirement or termination of employment.	Stewardship - transformation, sustainability & people. Divisional reports.	Pages 22-25, 38-51			<a href="http://www.bidvest.com/sustainability-overview.php">http://www.bidvest.com/sustainability-overview.php</a>
<b>G4-LA11</b>	Percentage of total employees by gender and by employee category who received regular performance and career development reviews during this reporting period.	Not reported at Group level.				
<b>G4-LA12</b>	<b>Diversity and Equal Opportunity</b> Diversity of governance bodies and employees: (a) Percentage of individuals within the organization's governance bodies in each of the following categories: (i) Gender; (ii) Age group under 30 years, 30-50 years old and over 50 years old; (iii) Other indicators of diversity where relevant (such as minority or vulnerable groups). (b) Percentage of employees per employee category in each of the following diversity categories: (i) Gender; (ii) Age group under 30 years old, 30-50 years old and over 50 years old; (iii) Other indicators of diversity where relevant (such as minority or vulnerable groups).	Stewardship - transformation, sustainability & people. Stewardship - who governs us.	Pages 18-25	Pages 3-14, 27-30		<a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a> <a href="http://www.bidvest.com/strategic-business-model.php">http://www.bidvest.com/strategic-business-model.php</a>
<b>G4-LA13</b>	Ratio of basic salary and remuneration of women to men.	Not reported at Group level.				
<b>G4-LA14; G4-HR10 &amp; G4-SO9 have combined</b>	<b>Supplier Social Assessment</b> New suppliers that were screened using social criteria.	Not reported at Group level.				
<b>G4-LA15; G4-HR11 &amp; G4-SO10 have combined</b>	<b>Supplier Social</b> Negative social impacts in the supply chain and actions taken.	Not available.				
<b>G4-HR1</b>	<b>Human Rights Assessment</b> Significant investment agreements and contracts that include human rights clauses or that underwent human rights screening. (a) Total number and percentage of significant investment agreements and contracts that include human rights clauses or that underwent human rights screening. (b) The definition used for "significant investment agreement".	Not available.				
<b>G4-HR2</b>	Employee training on human rights policies or procedures. (a) Total number of hours in the reporting period devoted to training on human rights policies or procedures concerning aspects of human rights that are relevant to operations. (b) Percentage of employees training during the reporting period in human rights that are relevant to operations.	Not available.				
<b>G4-HR3</b>	<b>Non-discrimination</b> Incidents of discrimination and corrective actions taken.	Stewardship - who governs us. Social and ethics committee report.				
<b>G4-HR4</b>	<b>Freedom of Association and Collective Bargaining</b> Operations and suppliers in which the right to freedom of association and collective bargaining may be at risk.	None.				
<b>G4-HR5</b>	<b>Child Labour</b> Operations and suppliers at significant risk for incidents of child labor.	None.				
<b>G4-HR6</b>	<b>Forced or Compulsory Labour</b> Operations and suppliers at significant risk for incidents of forced or compulsory labor.	None.				
<b>G4-HR7</b>	<b>Security Practices</b> Security personnel trained in human rights policies or procedures. (a) Percentage of security personnel who have received training in the organization's human rights policies or specific procedures and their application to security. (b) Whether training requirements also apply to third-party organizations providing security personnel.	Not reported at Group level.				
<b>G4-HR8</b>	<b>Rights of Indigenous People</b> Incidents of violations involving rights of indigenous peoples. (a) Total number of identified incidents of violations involving the rights of indigenous peoples during the reporting period. (b) Status of the incidents and actions taken with the reference to the following: (i) Incident reviewed by the organization; (ii) remediation plans being implemented; (iii) Remediation plans that have been implemented, with results reviewed through routine internal management review processes; (iv) Incident no longer subject to action.	Bidvest code of ethics. Not reported at Group level.		Pages 29-30		<a href="http://www.bidvest.com/ethics-line.php">http://www.bidvest.com/ethics-line.php</a>
<b>G4-HR9</b>	<b>Human Rights Assessment</b> Operations that have been subject to human rights reviews or impact assessments.	None.				
<b>G4-HR12</b>	<b>Management approach</b> Diversity of governance bodies and employees: (a) Percentage of individuals within the organization's governance bodies in each of the following categories: (i) Gender; (ii) Age group under 30 years, 30-50 years old and over 50 years old; (iii) Other indicators of diversity where relevant (such as minority or vulnerable groups). (b) Percentage of employees per employee category in each of the following diversity categories: (i) Gender; (ii) Age group under 30 years old, 30-50 years old and over 50 years old; (iii) Other indicators of diversity where relevant (such as minority or vulnerable groups).	Stewardship - who governs us.	Pages 18-21			<a href="http://www.bidvest.com/executive-directors.php">http://www.bidvest.com/executive-directors.php</a> <a href="http://www.bidvest.com/non-executive-directors.php">http://www.bidvest.com/non-executive-directors.php</a> <a href="http://www.bidvest.com/board-members.php">http://www.bidvest.com/board-members.php</a> <a href="http://www.bidvest.com/strategic-business-model.php">http://www.bidvest.com/strategic-business-model.php</a>
	<b>Local Communities</b>					

G4 Disclosure	G4 Section	Information	Annual Integrated Report	Governance Report	Annual Financial Statements	Webites
G4-S01	Operations with local community engagement, impact assessments, and development programs: (a) Percentage of operations with implemented local community engagement, impact assessments, and development programs including the use of: (i) social impact assessments, including gender impact assessments based on participatory processes; (ii) environmental impact assessments and ongoing monitoring; (iii) public disclosure of results of environmental and social impact assessments; (iv) local community development programs based on total communities needs; (v) stakeholder engagement plans based on stakeholder mapping; (vi) broad-based local community consultation committees and processes that include vulnerable groups; (vii) works councils, occupational health and safety committees with other worker representative bodies to deal with impact; (viii) formal local community grievance processes.	Stakeholder engagement. Stewardship - transformation, sustainability & people.	Pages 22-25, 30-31	Pages 25-30		<a href="http://www.bidvest.com/sustainability-transformation.php">http://www.bidvest.com/sustainability-transformation.php</a>
G4-S02	Operations with significant actual and potential negative impacts on local communities: (i) the location of the operations; (ii) the significant, actual and potential negative impacts of operations.	Not reported from Group level.				
<b>Anti-corruption</b>						
G4-S03	Operations assessed for risks related to corruption. (a) Total number and percentage of operations assessed for risks related to corruption. (b) Significant risks related to corruption identified through the risk assessment.	None but monitored. Stewardship - corporate governance.	Pages 6, 16-21	Pages 3-14, 29-30		
G4-S04	Communication and training about anti-corruption policies and procedures: (a) Total number and percentage of governance body members that the organization's anti-corruption policies and procedures have been communicated to. (b) Total number and percentage of employees that the organization's anti-corruption policies and procedures have been communicated to. (c) Total number and percentage of business partners that the organization's anti-corruption policies and procedures have been communicated to. (d) Total number and percentage of governance body members that have received training on anti-corruption. (e) Total number and percentage of employees that have received training on anti-corruption.	Stewardship - corporate governance. Code of Ethics. Stakeholder engagement.	Pages 30-31	Pages 25-26, 29-30		<a href="http://www.bidvest.com/sustainability-governance.php">http://www.bidvest.com/sustainability-governance.php</a> <a href="http://www.bidvest.com/pdf/code-of-ethics/code-of-ethics.pdf">http://www.bidvest.com/pdf/code-of-ethics/code-of-ethics.pdf</a>
G4-S05	Confirmed incidents of corruption and actions taken: (a) Total number and nature of confirmed incidents of corruption. (b) Total number of confirmed employees were dismissed or disciplined for corruption. (c) Total number of confirmed incidents when contracts with business partners were terminated or not renewed due to violations related to corruption. (d) Public legal cases regarding corruption brought against the organization or its employees during the reporting period and the outcomes of such cases.	None but monitored. Stewardship - corporate governance. Ethics line.	Pages 16-21	Pages 3-14, 27-30		<a href="http://www.bidvest.com/sustainability-transformation.php">http://www.bidvest.com/sustainability-transformation.php</a> <a href="http://www.bidvest.com/sustainability-governance.php">http://www.bidvest.com/sustainability-governance.php</a> <a href="http://www.bidvest.com/pdf/code-of-ethics/code-of-ethics.pdf">http://www.bidvest.com/pdf/code-of-ethics/code-of-ethics.pdf</a>
<b>Public Policies</b>						
G4-S06	Political contributions	None.				
<b>Anti-competitive Behaviour</b>						
G4-S07	Legal actions for anti-competitive behavior, anti-trust, and monopoly practices.	None.				
<b>Socio-economic Compliance</b>						
G4-S08 and G4-PR9 have been combined	Non-compliance with laws and regulations in the social and economic area: (a) Significant fines and non-monetary sanctions for non-compliance with laws and/or regulations in the social and economic area in terms of: (i) total monetary value of significance fines; (ii) Total number of non-monetary sanctions; (iii) Cases brought through dispute resolution mechanisms. (b) If the organization has not identified any non-compliance with with laws and/or regulations, a brief statement of this fact is sufficient. (c) The context against which significant fines and non—monetary sanctions were incurred.	None.				
<b>Customer Health and Safety</b>						
G4-PR1	Assessment of the health and safety impacts of product and service categories. Percentage of significant products and service categories for which health and safety impacts are assessed for improvement.	Not reported at Group level.				
G4-PR2	Incidents of non-compliance concerning the health and safety impacts of products and services.	Not reported at Group level.				
<b>Marketing and Labelling</b>						
G4-PR3	Requirements for product and service information and labeling. (a) Whether each of the following types of information is required by the organization's procedures for products and services informations and labelling: (i) The sourcing of the products and services; (ii) Content, particularly with regard to substances that might products an environmental impact; (iii) Safe use of the products and services; (iv) Disposal of the products and environmental or social impacts.	Not reported at Group level.				
G4-PR4	Incidents of non-compliance concerning product and service information and labeling.	Not reported.				
G4-PR7	Incidents of non-compliance concerning marketing communications: (a) Total number of incidents of non-compliance with regulations and/or voluntary codes concerning marketing communications, including advertising, promotions and sponsorship by: (i) incidents of non-compliance with regulations, resulting in a fine or penalty; (ii) incidents of non-compliance with regulations resulting in a warning; (iii) incidents of non-compliance with voluntary codes. (b) If the organization has not identified any non-compliance and/or voluntary codes, brief statement will be sufficient.	Not reported.				
<b>Customer Privacy</b>						
G4-PR8	Substantiated complaints concerning breaches of customer privacy and losses of customer data: (a) Total number of substantiated complaints received concerning breaches of customer privacy categorized by: (i) complaints received from outside parties and substantiated by the organization; (ii) complaints from regulatory bodies. (b) Total number of identified leaks, thefts and loss of customer data. (c) If the organization has not identified any substantiated complaints, a brief statement of this fact is sufficient.	None reported to Group level. Stewardship - combined assurance.	Page 16	Page 1		

Supplementary documents can be found online at [www.bidvest.com](http://www.bidvest.com)

Annual financial statements

Annual governance report

Annual integrated report

B-BBEE certification report