

The company is in its initial stages, focusing on product development and market validation. It may have launched its product and started gaining traction and refining its business model. **1-15 employees**

Required

Recommended

company's operations

Optional

Required

Required

<u>Protection</u>

Buy insurance

Optional

Required

data audits

policies

Optional

Required

Optional

Required

safeguards) 👣

Optional

Required

Recommended

Recommended

Recommended

General Product Safety Regulations)

Regulation (ESPR) | Right to Repair (pending))

staff, business partners, and relevant parties

Incorporate an inclusive product design free from bias

security, and consent

Recommended

Consumer Privacy Act (CCPA)

regarding sensitive information

Recommended

Early

Ensure compliance with national environmental standards and

international commitments that govern waste management,

emissions, or sustainability practices, such as the <u>UK</u>

Conduct an initial assessment of key GHG drivers 👣

Implement recycling and green office practices

Explore renewable energy procurement options for the

Environmental Protection Act and Climate Change Act

The company is growing rapidly, expanding its market presence, and scaling operations. 11 - 249 employees

Scaling

The company is well- established, optimising operations, and

Threshold: Companies meeting at least two of the following: turnover of £36 million or more, 250+

Threshold: Companies with more than 250 employees, or an annual turnover exceeding £44 million and a

Requirement: Conduct energy audits covering buildings, industrial processes, and transport, aimed at

Requirement: Report energy and carbon emissions in annual financial statements

preparing for significant strategic moves, such as an IPO or trade sale

Advanced

>250 employees / >£36m in annual turnover / >£18m balance sheet

General <u>VentureESG's guide on material E topics | Planet A's free</u> <u>carbon footprint calculator</u> | Link between nature-related risks and opportunities, and business performance as set out by the TNFD (see <u>page 39</u>)| <u>PAI Partners's guide on</u> <u>biodiversity</u>

Tools

Tools <u>WWF's Biodiversity and Water Risk Filter Tool</u> | <u>WRI Aqueduct</u> Water Risk Atlas **Policy**

Biodiversity & Conversation

Required Map how the company's operations interact with ecosystems, especially in locations dependent on vulnerable ecosystems or areas facing water stress 👣 Assess your company's dependencies and impacts on nature, such as reliance on specific raw materials. Evaluate supplier dependency risks and develop a contingency plan for scenarios

like water stress **Optional** Assess locations of data centres to identify risks related to water stress which may cause business disruption

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Assess products and services in the supply chain with the most

Understand the actions required to address risks and

opportunities, and prepare to respond (using <u>TNFD's response</u>

Adhere to US regulations: SEC's "The Enhancement and Standardization of Climate-Related Disclosures for Investors" | California's climate disclosure laws (SB 253 and SB 261)

Disclose GHG emissions (Scope 1-3) using a recognised carbon accounting protocol, such as the GHG

Report on climate-related information across the company's supply chains that have a "material impact" on

Governance

Assess relevant anti-bribery laws to prevent corrupt practices and maintain compliance with ethical standards UK Bribery Act | UK Money Laundering Regulations | EU Anti-Money Laundering Directive (AMLD5) Ensure compliance with taxation and corporate structure regulations, including corporate income tax, VAT, and entity registration (e.g., LLC, corporation, etc.) Adhere to board requirements: Every private company must have at least one director · Board requirements: Every private company must have at least one director (<u>UK Companies Act</u>) Recommended

Establish independent board responsible for compliance, monitoring, finance and external audit Implement basic financial control systems, such as 2+ set of eyes on all outgoing financial disbursements (one being CEO) Conduct high-level mapping of risks and what actions are proportionate given the size of your business Adopt company-wide ethics policy and/or Code of Conduct **Optional** Establish process for monitoring pending legislation across

relevant geographies to ensure compliance Increase transparency about the board's structure and members (by for example adding information on the website) Create board skills matrix to identify gaps and plan future appointments

Understand and comply with relevant employment law, for example minimum wage, anti-discrimination, employee

benefits, and dismissal procedures. Relevant examples in the

Comply with health and safety regulations, including fire safety

standards, worker injury protocols, accident prevention policies

UK include <u>Employment Rights Act</u> | <u>Equality Act</u> | <u>Worker</u>

Adopt a health and safety policy if employing 5+ workers

Recognise workers' rights to freedom of association and

ii) Creating inclusive office spaces for diverse needs (e.g.,

Publicise your commitment to DEI by drafting a statement

Abide by data protection regulations regarding privacy, data

UK Data Protection Act | EU GDPR | US CLOUD Act | California

Appoint person responsible for data security & data privacy

Inventory IT and software security assets and conduct regular

Develop company-specific data management and data privacy

Consider ethical implications related to data usage, especially

Consider trademarks, copyrights, and patents to protect the company's intellectual property (e.g., <u>UK Intellectual Property</u>

Evaluate possible negative consequences and product safety,

including Responsible AI considerations (see <u>EU AI Act</u> | <u>UK</u>

Implement characteristics of sustainable products as well as relevant regulation (see <u>EU Ecodesign for Sustainable Products</u>

chain workers, local communities, and end users of the products or services

Track % of suppliers screened on the basis of human rights performance

Monitor adoption of the <u>EU Forced labour import ban</u> (pending)

Establish an operational-level grievance mechanism for those potentially impacted by the firm's activities

Establish processes to monitor compliance with global standards, including OECD Guidelines for Multinational Enterprises, UN Guiding

Conduct a human rights impact assessment: Evaluate firm activities that may affect the human rights of employees, contract workers, supply

Adopt a policy commitment to respect internationally recognised human rights, approved by the founder(s) / CEO and communicated to all

Principles on Business and Human Rights (UNGPs), UN Global Compact Principles as well as Article 18 of the EU Taxonomy (minimum

Establish produces for addressing data breaches

Implement 'Privacy by Design' (more info here)

i) Implementing fair and inclusive operating policies, like flexible

(e.g., <u>UK Health and Safety at Work Act</u>)

collective bargaining (e.g., ILO standards)

Foster an inclusive company culture by:

religious needs, disabilities, and lactation)

Offer ESOP pool / employee ownership options

Provide unconscious bias training for managers

Measure diversity in the candidate pool

Adopt inclusive hiring practices

time-off for cultural holidays

Required N/A

Required

Optional

Required

Recommend

Introduce a sustainable travel policy

Establish and implement an environmental policy

Assess and map other environmental impacts, including waste,

water usage, and the consumption of natural resources

Adopt science-based targets

Measure Scope 1-3 emissions 👣

significant impacts on biodiversity

Recommended

Recommended Appoint a dedicated ESG resource Implement measures to achieve board diversity 👣 Establish mechanisms for grievances and whistleblowing (including policy) Adopt an ESG strategy based on double materiality principles

Optional Introduce ESG-linked compensation & executive remuneration Develop a succession planning strategy

Required

Requirement

Optional

Required

Optional

Required

Optional

Required

Optional

Required

Optional

Recommended

IPO considerations

basis (as per <u>SEC requirements</u>)

Recommended

IPO Considerations

Comply with Gender Pay Gap Reporting

Threshold: UK businesses with 250 or more employees

service and uploaded to the company's own website

Obtain external certification, such as ISO 30415:2021

Develop a Diversity Policy for service providers

Measure promotions and attrition by diversity metrics

Material Adverse Change/Effect (MAC or MAE) clauses

Disclose material cybersecurity incidents (as needed)

Adopt a family leave policy that is equally beneficial to all caregivers

<u>Directive on gender balance on corporate boards</u> (from mid-2026)

Ensure compliance with <u>Sarbanes-Oxley Act (SOX)</u> (if listed in the US)

Assess shadow IT and SaaS risks and implement appropriate mitigative actions

US: SEC Cybersecurity Risk Management, Strategy, Governance, and Incident Disclosure

Recommended

IPO consideration₅

Recommended

IPO Requirements

Adhere to Streamlined Energy and Carbon Reporting (SECR)

Comply with the **Energy Savings Opportunity Scheme (ESOS)**

identifying tailored, cost-effective energy-saving measures

Follow the International Energy Efficiency Directive (EED)

Threshold: Large enterprises (250+ employees, turnover over €50 million)

Conduct regular energy audits and implement energy-saving measures

employees, or a balance sheet total of £18 million+

balance sheet total above £38 million

Incorporate just transition considerations

Follow ISSB climate-related reporting guidelines

Abide by the <u>UK Corporate Governance Code</u>

Threshold: Listed companies in the UK

IPO considerations Adopt a risk management policy, remuneration policy, and code of conduct Ensure audited financial statements (generally minimum of three years), with regular internal and external audits

Requirements: Covers areas like board composition, remuneration, and stakeholder engagement

Maintain a majority of independent board directors, with at least two directors (as per UK Companies Act) Ensure a minimum number of independent directors on key board committees, including the audit

Create a cross-functional ESG team to help plan and execute the company's ESG strategy. Include team

Requirement: Written information on the company's gender pay gap, submitted to the gender pay gap

Ensure board diversity in compliance with <u>UK FCA listing rules</u> | <u>US Nasdaq's board diversity objective</u> | <u>EU</u>

Develop protocols for crisis management rather than incident management, including communication

Conduct penetration testing, breach assessment, and disclose previous data breaches to avoid triggering

Disclose information regarding their cybersecurity risk management, strategy, and governance on an annual

members from operations, financial reporting, legal and risk management, investor relations, IT,

committee, compensation committee, and nominating committee

environmental health and safety, and other relevant business areas

General OECD's Principles of Corporate Governance Tools

Balderton's board guidance | Velocity Ventures Corporate Governance Playbook for Startups | Burkland's Financial Control Matrix for Startups **Policy**

Team and Working

Environment

Equity, Diversity & Inclusion

Data Practices

Responsible Product Design

Human Rights

Supply Chain

Establish internal guidelines and supplier expectations to address these risks **Optional**

Develop mitigation strategies, such as flexibility in sourcing/ production and continuity planning Create a shortlist of approved suppliers based on ESG criteria

Conduct a high-level risk assessment of 'mission critical'

suppliers, focusing on geographical and sector-related risks

Required Maintain a basic website with company registration number, disclosure of management and board members, and contact information

Recommended Develop a purpose-driven mission statement Required Recommended

Track organic new hires Implement employee satisfaction survey (track eNPS score & % completing) 👣 Monitor staff turnover & reasons for quitting 👣

Develop an employee development program and measure average training hours **Optional** Track work-related accidents and lost days due to injury 👣 Establish employee resource groups

Facilitate regular meetings between management and worker representatives to discuss work-related issues and employee concerns

Required

Recommended Professionalise HR processes, including the formalisation of career development plans and adopt an employee handbook (covering DEI, anti-harassment, and anti-discrimination) Establish a procedure, accessible and known to all workers, for safely reporting incidents of workplace discrimination Create diverse mentorship programs

Optional Assess fair wages (considering not only the minimum but also Conduct company-wide DEI training on a regular basis

Required Recommended Provide regular cybersecurity awareness training for staff Develop a business continuity plan

protected (for suppliers and clients) **Optional** Implement security framework(s) such as ISAE 3000/SOC2, NIST, and ISO/IEC 27001

Assess contractual obligations associated with the data being

Required Recommended Incorporate DEI into product development by for example assessing how accessible the products/services are, especially for

people with disabilities **Optional**

Required

Recommended **Optional**

chains

IPO requirements There are no specific IPO requirements directly related to "responsible product design" for companies looking to go public in London, the US, or EU. However, companies planning to IPO should align their product design practices with emerging regulations and investor expectations, even if not currently required for listing

Required Adhere to the <u>Modern Slavery Act</u> Threshold: Businesses in the UK with an annual turnover of £36m or more

Requirement: Publish a statement on actions taken to prevent slavery and human trafficking in supply

Comply with the Corporate Sustainability Due Diligence Directive (CSDDD)

Threshold: EU companies with 1,000 employees if, during a financial year, they had an annual worldwide net turnover of more than €450 million. Non-EU companies which have more than €450 million net turnover in the EU Requirements: Companies must identify, prevent, mitigate, and account for adverse sustainability impacts in their operations and value chains Recommended Track and monitor human rights issues through ongoing engagement with experts, NGOs, and at-risk stakeholders

Engage with suppliers through audits and request ESG KPI reporting from direct suppliers Establish processes to remedy any adverse impacts the firm may cause or contribute to **Optional** Provide quantitative information on positive human rights outcomes to which the company has contributed

Recognise and reward suppliers excelling in ESG practices, encouraging improvements from others

Join or support multi-stakeholder initiatives such as industry groups, NGOs, or global platforms like the UN Global Compact **IPO** considerations No explicit human rights or supply chain due diligence requirements for IPOs across London, the US, or the EU. However, a growing trend towards greater scrutiny of human rights and supply chain risks is emerging

Required

Adhere to the Corporate Sustainability Reporting Directive (CSRD) Threshold: Companies meeting at least two of the following: 250+ employees, €40 million+ turnover, €20 million+ in total assets Requirement: Sustainability reporting on environmental, social, and governance (ESG) factors Follow the Sustainability Disclosure Requirements (SDR) Threshold: Applies to UK-based asset managers; Anti-greenwashing rule applies to all FCA-authorised firms Requirement: Anti-greenwashing measures, investment labels, name and marketing considerations, and sustainability disclosure

Recommended Consider ESG ratings and benchmarks **Optional**

IPO considerations Prepare a prospectus that includes comprehensive company details, management, and investment risks, reviewed by the FCA for compliance with Listing Rules and PRRs. Disclose business information such as wages, finances, and tax in compliance with transparency rules post-Submit quarterly (10-Q) and annual (10-K) financial statements.

Produce mandatory reports, including quarterly, half-yearly financial, and sustainability reports.

General

Tools OIRA Free H&S Assessment tool **Policy**

General <u>Diversity & Inclusion in Tech</u> (by Diversity.vc and Atomico) | Company Ventures DEI Playbook for Startups

Tools FIBS D&I self-assessment tool **Policy** Diversity.vc's parental leave guide

DLA Piper Data Protection Laws of the World

Tools Nasdaq IPO Cybersecurity checklist

General

Policy Diversity.vc's parental leave guide

General

<u>VentureESG's / Ravit Dotan's ethical AI risk assessment tool to</u>

General

<u>evaluate risk.</u>

Policy

<u>Universal Human Rights Index (UHRI)</u> | <u>UNHRI: The</u> corpporate repsonsibiility to respect human rights | PRI Managing ESG risk in the supply chains of private <u>companies and assets</u> **Tools**

<u>UN LGBTIQ+ Standards Gap Analysis Tool | Shift Business</u> Model Red Flags indicator UN Global Compact: A Guide for Business: How to Develop a

Human Rights Policy

Disclosure

Optional

Recommended Articulate how positive social and/or environmental impact is

Required

Required

Recommended

rights standards

Optional

due diligence on high-risk suppliers

Provide training on supply chain risks to staff

suppliers to pass these down the supply chain

embedded in the company's business model, products, and services, particularly in relation to key stakeholders **Optional** Ensure every ESG claim (on website, reports, IPO documents) is

Integrate ESG due diligence into the procurement process by: i) Conducting in-depth risk assessments through supplier self-

ii) Segmenting the supply chain into tiers and following up with

Adopt a formal 'Supplier Code of Conduct' that includes human

Include ESG liability clauses in contracts and require Tier 1

supported by verifiable proof points