

SOCIALLY RESPONSIVE BUSINESS

City of Oakland

Criteria Checklist

In December, 1998, the Oakland City Council adopted the Sustainable Development Initiative, designating the Community and Economic Development Agency (CEDA) as one the two lead agencies to implement the Initiative. In November 2002, Councilmember Jane Brunner convened a “Socially Responsible Business Task Force” for the purpose of developing recommendations for attracting and supporting socially responsible businesses in the City of Oakland. The results of the task force included a set of criteria to help define what is meant by Socially Responsible Business. Most recently, on July __, 2005, the City Council directed CEDA to administer the following checklist to any businesses proposed to receive more than \$250,000 in loans, grants, subsidy, or other support from the City.

As one of these businesses, your firm is required to file this information with the CEDA staff person or any other city staff person handling a proposal for incentives accruing to your firm. The form must be filled out completely and submitted to your project manager so that it may be provided as part of the agenda packet for the first committee of the City Council that hears your case.

Please answer honestly and fully. The checklist will be used as one factor in the Council’s decision to offer assistance to your firm. However, it is a useful tool in assessing how the City expends its limited resources, and provides important information regarding the level of social and environmental responsibility of firms operating or proposing to operate in Oakland. If you have any questions regarding any of the questions on the form, or about how to access resources to enhance your firm’s social and environmental responsibility programs, please direct such inquiries to the City of Oakland staff person handling your project.

Thank you for your cooperation.

Your Business Name: _____ Address: _____

Contact Person: _____ Contact Phone: _____

Contact E-Mail: _____ Business Type: _____

(Retail, Mfg, Service, etc.)

Please return completed surveys to the City staff person who will be presenting your project to the Oakland City Council.

I. Social Equity: Local Business; Employee Benefits; Company Practices

_____ **Local Business:** The business is an independent local business (i.e. not a subsidiary or affiliate of another business)

_____ **Medical benefits:** Insure medical care for employees by subsidizing insurance premiums and/or providing vouchers to offset medical expenses.

_____ **Provide retirement benefits such as 401(k) options, etc.**

_____ **Promote Local Employment:** Participate in and hire from local job placement and training programs.

_____ **Diversity:** Promote equal opportunities and diversity, in terms of race and gender, throughout company, and foster diversity in upper management and Board membership.

_____ **Other:** Please describe other relevant Employee Benefits that your company currently offers and that you think should be considered within the Social Equity criteria.

II. Environmental Responsibility

_____ **Green Business:** Certified as a Green Business by the Alameda County Green Business Program (*for information on becoming certified, contact Pam Evans, Alameda County Green Business Coordinator, 510/567-6770, pevans@co.alameda.ca.us*)

_____ **Stop Wa\$te Award:** Recipient of a StopWa\$te Recognition Award by the Alameda County StopWa\$te Partnership (*for information contact StopWa\$te at 510/614-1699 or visit www.stopwaste.org*)

_____ **Willing to work to become a certified Green Business, or earn a StopWa\$te Award**

_____ **Mass Transit and Car Share Use:** Please describe any incentives that employees or clients may participate in with regard to mass transit use (such as parking cash out program, guaranteed ride home, posting of transit information), or participation in the Commuter Check, RIDES for Bay Area Commuters, or the City's Car Share Program.

_____ **Environmental Programs:** Please provide (on a single, additional sheet of paper) specific information about your firm's environmental programs, including energy and water conservation, renewable energy capacity, waste water and solid waste reduction, and/or environmentally preferable purchasing.

V. Areas of Concern

Is your company involved in the following areas?

_____ **Tobacco:** Company manufactures or derives a substantial percentage (> 10%) of its revenue from the sale of tobacco products, including cigarettes, cigars, pipe tobacco, and smokeless tobacco product.

_____ **Chemicals:** Company is a substantial producer or makes a substantial percentage of its revenue (> 10%) from the sale of toxic and/or petroleum-based and/or persistent and/or non-biodegradable chemicals including agricultural pesticides or fertilizers, industrial solvents, and cleaning supplies.

_____ **Animal Welfare:** Company conducts animal testing, or a substantial portion of their sales (> 10%) is derived from products that are tested on animals.