Dadaba Group – ESG Reporting Starter Toolkit

This toolkit provides printable templates to support ESG and sustainability reporting at Dadaba Group. You can print and complete by hand or type into the PDF using form tools.

1. Reporting Starter – Checklist

Use this checklist at the start of each reporting cycle.

Task	Owner	Status	Target date	Notes

2. Materiality – ESG Topic List

List potential ESG topics and score their importance (1 = low, 5 = high).

Topic	Category (E / S / G)	Short description	Internal score (1–5)	External score (1–5)

3. KPI Library – KPI List

Define the main ESG indicators Dadaba Group and its subsidiaries will report.

Area (E / S / G)	KPI name	Definition / notes	Owner	Frequency

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4. Data Control Sheet

Track who owns each ESG data point and how it is collected and checked.

Data point / KPI	Business unit	Data owner (role / name)	Source / system	Frequency & checks

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