

Leading Practices in Policy & Procedure Management

A 2019 BELA Focused Facts Report

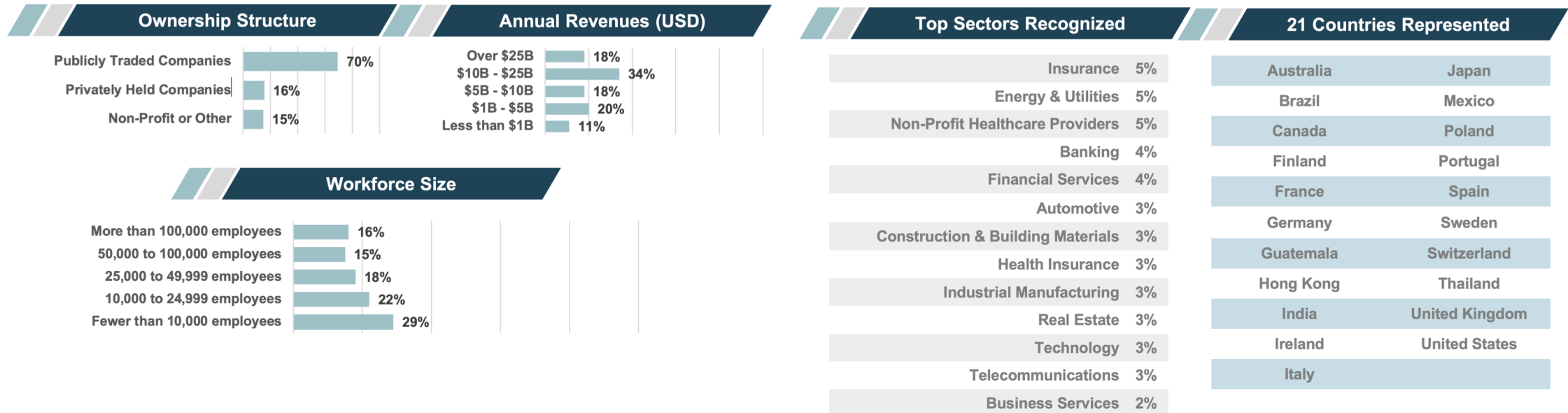
Prepared for the BELA Member Community // Do Not Distribute

About the World's Most Ethical Companies® Data Set

This Report contains data points from Ethisphere's 2019 World's Most Ethical Companies ("WMEC") data set. This data set provides insights into the programs and practices of leading companies from around the world.

The illustrations below describe the 128 companies that comprise the data set referenced throughout the Report.

For the full list of WMEC honorees, visit <http://worldsmoethicalcompanies.ethisphere.com/honorees>.



Leading Companies Leverage a Standard Policy Template

How does your organization govern such aspects of your policies as how a new policy is created, how policies are updated, where policies live, the standard template for policies to follow, etc.?

74%

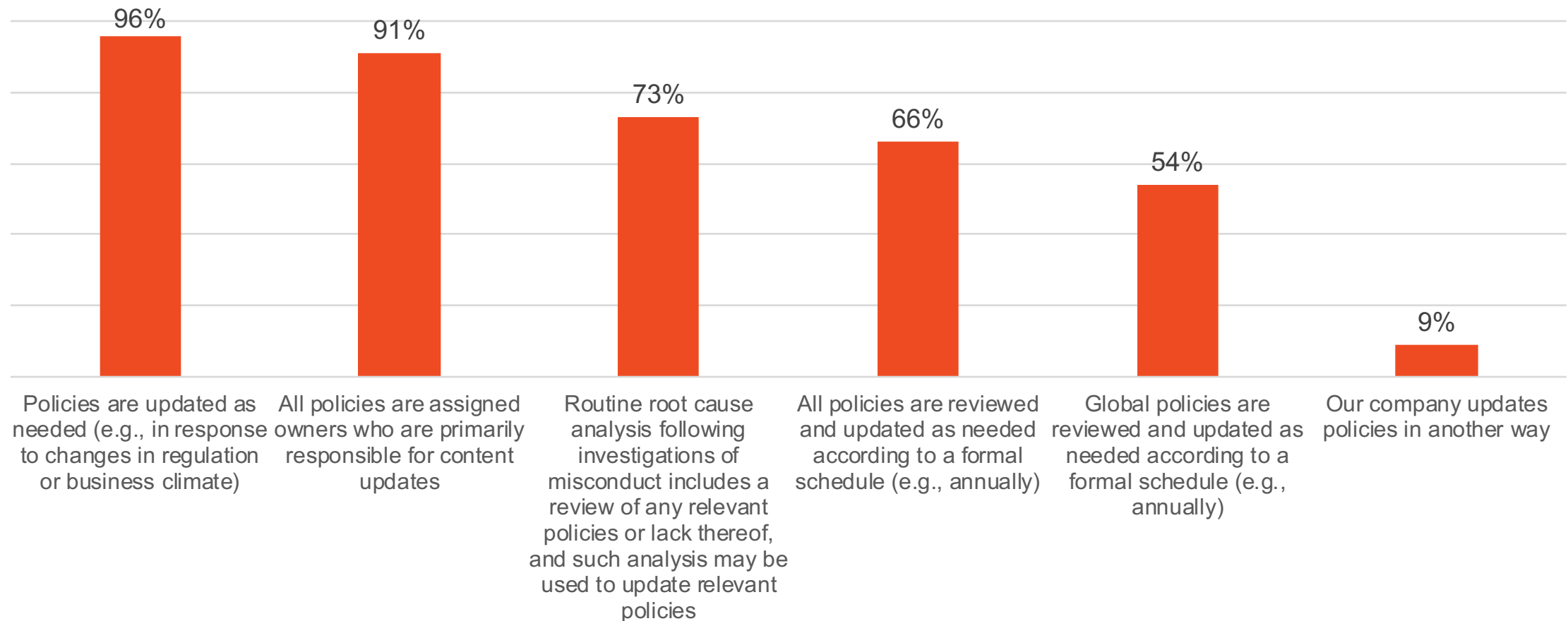
“Our company maintains a document that defines what a policy is as compared to a procedure and sets out a standard template for all policies (i.e., a policy on policies)”

26%

“Policies are largely written and maintained independently without the use of a standard or guide (i.e., without a policy on policies)”

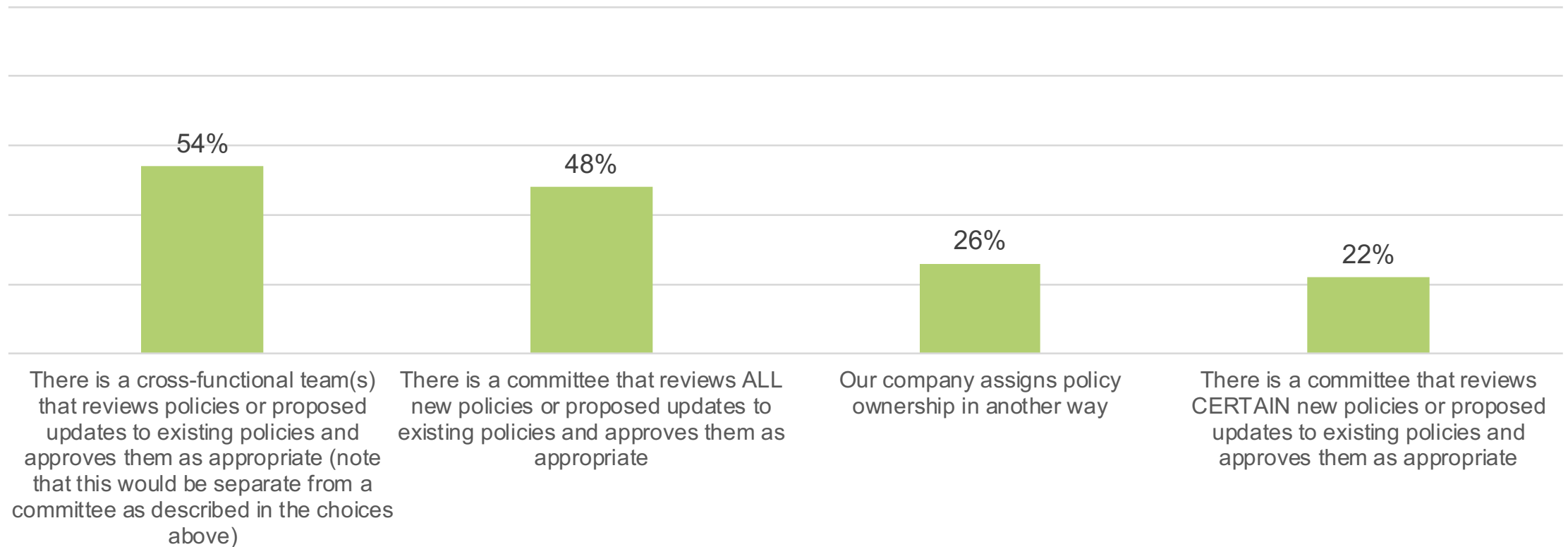
Policy Updates on an Ad Hoc Schedule is the Norm; Use of Root Cause Analysis Increasing

How are your policies updated? (Multiple select)



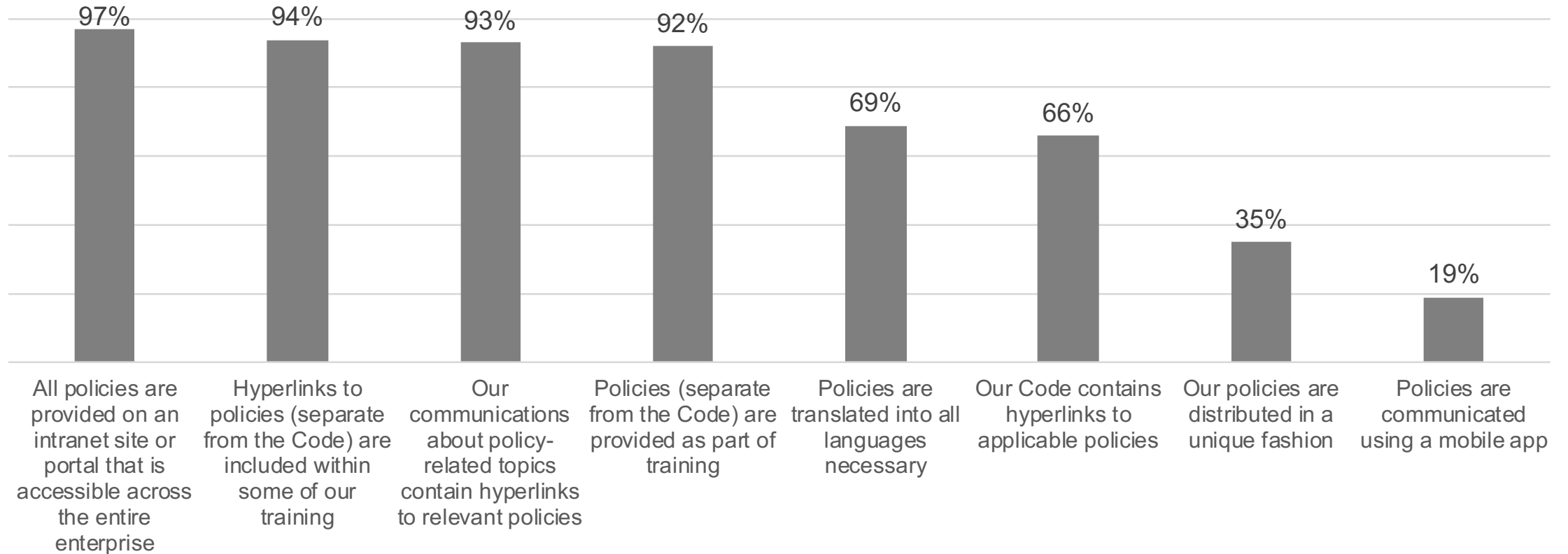
The Use of Cross-Functional Teams Is the Policy Ownership Model of Choice for Leading Companies

How does your company assign ownership responsibility over the written guidance provided to employees on ethics- and compliance-related risks? (Multiple select)



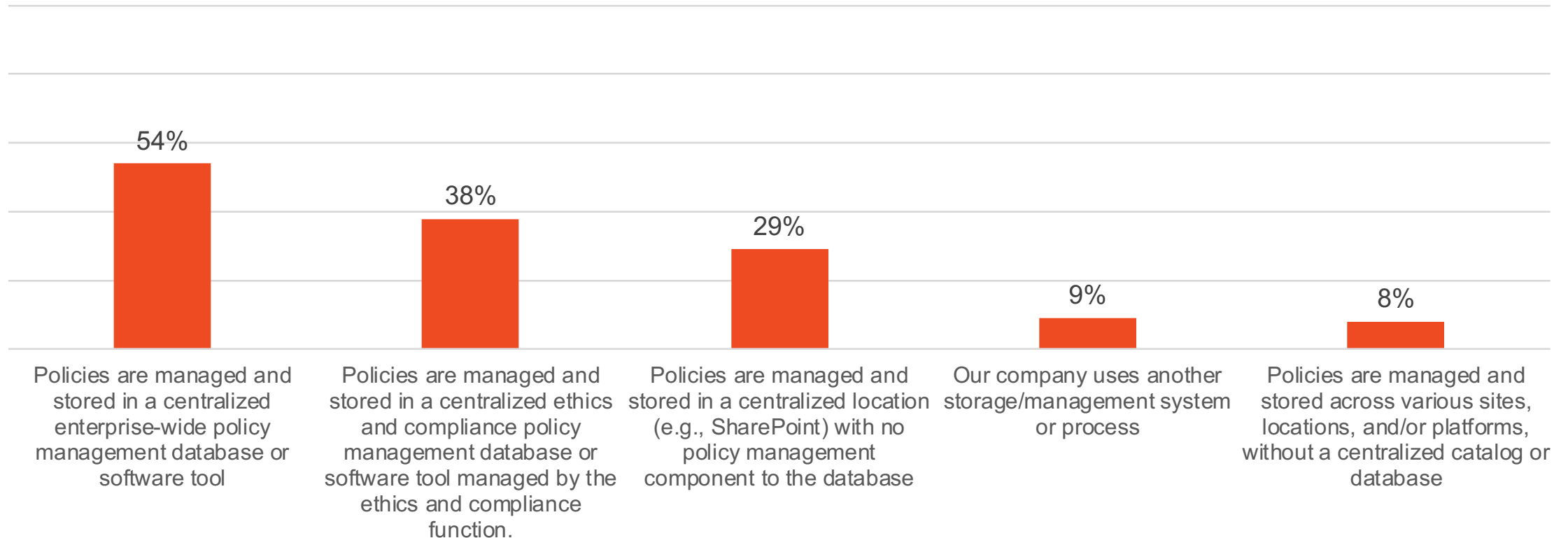
Connecting Policies to the Code and Training, Providing Translations Contribute to an Effective Written Standards Distribution Strategy

How are ethics and compliance policies generally communicated throughout your company?
(Multiple select)



Over Half of Honorees Manage and Store Policies in a Centralized Repository Supported by a Policy Management Database or Tool

How are your company's ethics and compliance policies managed and stored across the company? (Multiple select)





BELA Focused Facts Report

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