

GRI G4 COMPREHENSIVE CONTENT INDEX

'REFERENCED'

STRATEGY AND ANALYSIS				
Profile Disclosure	Description	Section	Page(s)	Response
G4-1	Provide a statement from the most senior decision-maker of the organisation (such as CEO, chair, or equivalent senior position) about the relevance of sustainability to the organisation and the organisation's strategy for addressing sustainability.	Chairman's statement – Sustainability	12 - 13	
G4-2	Provide a description of key impacts, risks, and opportunities.			A
ORGANISATIONAL PROFILE				
Profile Disclosure	Description	Section	Page(s)	Response
G4-3	Report the name of the organisation.	Corporate Information	138	
G4-4	Report the primary brands, products, and services.	Brands	55	
G4-5	Report the location of the organisation's headquarters.	Corporate Information	138	
G4-6	Report the number of countries where the organisation operates, and names of countries where either the organisation has significant operations or that are specifically relevant to the sustainability topics covered in the report.	Geographic Footprint	7	
G4-7	Report the nature of ownership and legal form.	Share ownership Analysis & Corporate Information	137 - 138	
G4-8	Report the markets served (including geographic breakdown, sectors served, and types of customers and beneficiaries).	Geographic Information	7	
G4-9	Report the scale of the organisation, including: - Total number of employees. - Total number of operations. - Net sales (for private sector organisations) or net revenues (for public sector organisations). - Total capitalisation broken down in terms of debt and equity (for private sector organisations). - Quantity of products or services provided.	At a glance, Salient financial features, Human Resources	2, 3, 38 - 39	
G4-10 a)	Report the total number of employees by employment contract and gender.			A
G4-10 b)	Report the total number of permanent employees by employment type and gender.	Tongaat Hulett's employee base	39	
G4-10 c)	Report the total workforce by employees and supervised workers and by gender.			A
G4-10 d)	Report the total workforce by region and gender.			A
G4-10 e)	Report whether a substantial portion of the organisation's work is performed by workers who are legally recognised as self-employed, or by individuals other than employees or supervised workers, including employees and supervised employees of contractors.			A
G4-10 f)	Report any significant variations in employment numbers (such as seasonal variations in employment in the tourism or agricultural industries).	Tongaat Hulett's employee base	39	
G4-11	Report the percentage of total employees covered by collective bargaining agreements.	Freedom of association and collective bargaining	44	
G4-12	Describe the organisation's supply chain.	Supply Chain	50	

G4-13	Report any significant changes during the reporting period regarding the organisation's size, structure, ownership, or its supply chain, including: - Changes in the location of, or changes in, operations, including facility openings, closings, and expansions. - Changes in the share capital structure and other capital formation, maintenance, and alteration operations (for private sector organisations). - Changes in the location of suppliers, the structure of the supply chain, or in relationships with suppliers, including selection and termination.	Directors statutory report	90 - 91	No changes
G4-14	Report whether and how the precautionary approach or principle is addressed by the organisation.			C
G4-15	List externally developed economic, environmental and social charters, principles, or other initiatives to which the organisation subscribes or which it endorses.	Chairman's Statement	12	
G4-16	List memberships of associations (such as industry associations) and national or international advocacy organisations in which the organisation: - Holds a position on the governance body. - Participates in projects or committees. - Provides substantive funding beyond routine membership dues. - Views membership as strategic.	Chairman's Statement	12	
IDENTIFIED MATERIAL ASPECTS AND BOUNDARIES				
Profile Disclosure	Description	Section	Page(s)	Response
G4-17 a)	List all entities included in the organisation's consolidated financial statements or equivalent documents.	Segmental Analysis	86	
G4-17 b)	Report whether any entity included in the organisation's consolidated financial statements or equivalent documents is not covered by the report.	Note 26	125	
G4-18 a)	Explain the process for defining the report content and the Aspect Boundaries.	About this report	Inside cover	
G4-18 b)	Explain how the organisation has implemented the Reporting Principles for Defining Report Content.	About this report	Inside cover	
G4-19	List all the material Aspects identified in the process for defining report content.	Investment Case	4 - 5	
G4-20	For each material Aspect, report the Aspect Boundary within the organisation, as follows: - Report whether the Aspect is material within the organisation. - If the Aspect is not material for all entities within the organisation (as described in G4-17), select one of the following two approaches and report either: - The list of entities or groups of entities included in G4-17 for which the Aspect is not material or - The list of entities or groups of entities included in G4-17 for which the Aspects is material. - Report any specific limitation regarding the Aspect Boundary within the organisation.	Investment Case, Chairman's Statement and CEO's Review	4 - 5, 13 and 14 - 36	
G4-21	For each material Aspect, report the Aspect Boundary outside the organisation, as follows: - Report whether the Aspect is material outside of the organisation. - If the Aspect is material outside of the organisation, identify the entities, groups of entities or elements for which the Aspect is material. - In addition, describe the geographical location where the Aspect is material for the entities identified. - Report any specific limitation regarding the Aspect Boundary outside the organisation.			
G4-22	Report the effect of any restatements of information provided in previous reports, and the reasons for such restatements.	Note: 35	133, 134	Change of accounting standard
G4-23	Report significant changes from previous reporting periods in the Scope and Aspect Boundaries.			No changes

STAKEHOLDER ENGAGEMENT				
Profile Disclosure	Description	Section	Page(s)	Response
G4-24	Provide a list of stakeholder groups engaged by the organisation.	Stakeholders list	47	
G4-25	Report the basis for identification and selection of stakeholders with whom to engage.	Stakeholder relationships	46	
G4-26	Report the organisation'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.	Stakeholders list	47	
G4-27	Report key topics and concerns that have been raised through stakeholder engagement, and how the organisation has responded to those key topics and concerns, including through its reporting. Report the stakeholder groups that raised each of the key topics and concerns.	Stakeholders list	47	
REPORT PROFILE				
Profile Disclosure	Description	Section	Page(s)	Response
G4-28	Reporting period (such as fiscal or calendar year) for information provided.	About this report	Inside cover	
G4-29	Date of most recent previous report (if any).	About this report	Inside cover	
G4-30	Reporting cycle (such as annual, biennial).	About this report	Inside cover	
G4-31	Provide the contact point for questions regarding the report or its contents.	Request for feedback	Inside cover	
G4-32 a)	Report the 'in accordance' option the organisation has chosen.			
G4-32 b)	Report the GRI Content Index for the chosen option.	Materiality process	Inside cover	
G4-32 c)	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.)	Materiality process		
G4-33 a)	Report the organisation's policy and current practice with regard to seeking external assurance for the report.	Assurance approval	Inside cover	
G4-33 b)	If not included in the assurance report accompanying the sustainability report, report the scope and basis of any external assurance provided.			
G4-33 c)	Report the relationship between the organisation and the assurance providers.	Independent Third-party assurance	61	
G4-33 d)	Report whether the highest governance body or senior executives are involved in seeking assurance for the organisation's sustainability report.	Sustainability reporting	70	
GOVERNANCE				
Profile Disclosure	Description	Section	Page(s)	Response
G4-34	Report the governance structure of the organisation, including committees of the highest governance body. Identify any committees responsible for decision-making on economic, environmental and social impacts.	Corporate Governance	64 - 70	
G4-35	Report the process for delegating authority for economic, environmental and social topics from the highest governance body to senior executives and other employees.	Corporate Governance	64	
G4-36	Report whether the organisation has appointed an executive-level position or positions with responsibility for economic, environmental and social topics, and whether post holders report directly to the highest governance body.	Safety, health and environment	68 - 69	

G4-37	Report processes for consultation between stakeholders and the highest governance body on economic, environmental and social topics. If consultation is delegated, describe to whom and any feedback processes to the highest governance body.	Stakeholder relationships	47	
G4-38	Report the composition of the highest governance body and its committees by: - Executive or non-executive. Independence - Tenure on the governance body. - Number of each individual's other significant positions and commitments, and the nature of the commitments. - Gender. - Membership of under-represented social groups. - Competences relating to economic, environmental and social impacts. - Stakeholder representation.	Corporate Governance, Directorate	64, 62 - 63	
G4-39	Report whether the Chair of the highest governance body is also an executive officer (and, if so, his or her function within the organisation's management and the reasons for this arrangement).	Corporate Governance, Directorate	62, 64	
G4-40	Report the nomination and selection processes for the highest governance body and its committees, and the criteria used for nominating and selecting highest governance body members, including: - Whether and how diversity is considered. - Whether and how independence is considered. - Whether and how expertise and experience relating to economic, environmental and social topics are considered. - Whether and how stakeholders (including shareholders) are involved.	Corporate Governance report, (Nomination Committee)	66	
G4-41	Report processes for the highest governance body to ensure conflicts of interest are avoided and managed. Report whether conflicts of interest are disclosed to stakeholders, including, as a minimum: - Cross-board membership. - Cross-shareholding with suppliers and other stakeholders. - Existence of controlling shareholder. - Related party disclosures.	Corporate Governance	64, 65	
G4-42	Report the 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 impacts.	Tongaat Hulett Profile	8	
G4-43	Report the measures taken to develop and enhance the highest governance body's collective knowledge of economic, environmental and social topics.	Corporate Governance	68	
G4-44 a)	Report the processes for evaluation of the highest governance body's performance with respect to governance of economic, environmental and social topics. - Report whether such evaluation is independent or not, and its frequency. - Report whether such evaluation is a self-assessment.	Corporate Governance Report (Self-assessment)	68 - 70	
G4-44 b)	Report actions taken in response 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.	Corporate Governance	68 - 70	
G4-45 a)	Report the highest governance body's role in the identification and management of economic, environmental and social impacts, risks, and opportunities. Include the highest governance body's role in the implementation of due diligence processes.	Corporate Governance	68 - 70	
G4-45 b)	Report whether stakeholder consultation is used to support the highest governance body's identification and management of economic, environmental and social impacts, risks, and opportunities.	Stakeholder relationships, Corporate Governance	47, 68 - 69	
G4-46	Report the highest governance body's role in reviewing the effectiveness of the organisation's risk management processes for economic, environmental and social topics.	Corporate Governance	71	
G4-47	Report the frequency of the highest governance body's review of economic, environmental and social impacts, risks, and opportunities.	Corporate Governance Report	66	Discussed at every board meeting; and at the RSSE Committee twice a year

G4-48	Report the highest committee or position that formally reviews and approves the organisation's sustainability report and ensures that all material Aspects are covered.	Corporate Governance	70	
G4-51 a)	Report the remuneration policies for the highest governance body and senior executives for the below types of remuneration: Fixed pay and variable pay: - Performance-based pay. - Equity-based pay. - Bonuses. - Deferred or vested shares. - Sign-on bonuses or recruitment incentive payments. - Termination payments. - Clawbacks. - Retirement benefits, including the difference between benefit schemes and contribution rates for the highest governance body, senior executives, and all other employees.	Remuneration report	73 - 76	
G4-51 b)	Report how performance criteria in the remuneration policy relate to the highest governance body's and senior executives' economic, environmental and social objectives.	Remuneration report	74	
G4-52	Report the process for determining remuneration. Report whether remuneration consultants are involved in determining remuneration and whether they are independent of management. Report any other relationships which the remuneration consultants have with the organisation.	Remuneration report	73	
ETHICS AND INTEGRITY				
Profile Disclosure	Description	Section	Page(s)	Response
G4-56	Describe the organisation's values, principles, standards and norms of behaviour such as codes of conduct and codes of ethics.	Ethics, Ethics management and governance	69, 70	
G4-57	Report the internal and external mechanisms for seeking advice on ethical and lawful behaviour, and matters related to organisational integrity, such as helplines or advice lines.	Ethics management and oversight	70	
G4-58	Report the internal and external mechanisms for reporting concerns about unethical or unlawful behaviour, and matters related to organisational integrity, such as escalation through line management, whistleblowing mechanisms or hotlines.	Ethics management and governance	70	
G4. EC1 a)	Report the direct economic value generated and distributed (EVG&D) on an accruals basis including the basic components for the organisation's global operations as listed below. If data is presented on a cash basis, report the justification for this decision and report the basic components as listed below: Direct economic value generated: - Revenues Economic value distributed: - Operating costs - Employee wages and benefits - Payments to providers of capital - Payments to government - Community investments - Economic value retained	Annual Financial Statements	85 - 136	With the exception of employee wages and benefits
G4. EC2	Report risks and opportunities posed by climate change that have the potential to generate substantive changes in operations, revenue or expenditure, including: - A description of the risk or opportunity and its classification as either physical, regulatory, or other. - A description of the impact associated with the risk or opportunity. - The financial implications of the risk or opportunity before action is taken. - The methods used to manage the risk or opportunity. - The costs of actions taken to manage the risk or opportunity.	Climate Change	57 - 58	Refers to the CDP for more information
G4. EC3 a)	Coverage of the organisation's defined benefit plan obligations: - Where the plan's liabilities are met by the organisation's general resources, report the estimated value of those liabilities.	Note: 31	128 - 131	

Indirect Economic Impacts				
Indicator	Description	Section	Page(s)	Response
G4. EC7 a)	Development and impact of infrastructure investments and services supported: - Report the extent of development of significant infrastructure investments and services supported.	Value creation from land conversion and development	23 - 27	
G4. EC7 b)	Report the current or expected impacts on communities and local economies. Report positive and negative impacts where relevant.	Value creation from land conversion and development	23 - 27	
G4. EC7 c)	Report whether these investments and services are commercial, in-kind, or pro bono engagements.	Socio –economic development	48	
Procurement Practices				
Indicator	Description	Section	Page(s)	Response
G4. EC9 a)	Proportion of spending on local suppliers at significant locations of operation: - Report the percentage of the procurement budget used for significant locations of operation spent on suppliers local to that operation (such as percentage of products and services purchased locally).	Supply Chain	50	
CATEGORY: ENVIRONMENTAL				
Energy				
Indicator	Description	Section	Page(s)	Response
G4. EN5 a)	Energy intensity: - Report the energy intensity ratio.			
G4. EN5 b)	Report the organisation-specific metric (the ratio denominator) chosen to calculate the ratio.			
G4. EN5 c)	Report the types of energy included in the intensity ratio: fuel, electricity, heating, cooling, steam, or all.	Energy	58, 59	
G4. EN5 d)	Report whether the ratio uses energy consumed within the organisation, outside of it or both. (Implied but not stated).			
G4. EN6 a)	Reduction of energy consumption: - Report the amount of reductions in energy consumption achieved as a direct result of conservation and efficiency initiatives, in joules or multiples.	Energy	58 - 59	
G4. EN6 b)	Report the types of energy included in the reductions: fuel, electricity, heating, cooling, and steam.			
G4. EN6 c)	Report the basis for calculating reductions in energy consumption such as base year or baseline, and the rationale for choosing it.			
G4. EN6 d)	Report standards, methodologies, and assumptions used.	Carbon Management	58	
Water				
Indicator	Description	Section	Page(s)	Response
G4. EN8 a)	Total water withdrawal by source: Report the total volume of water withdrawn from the following sources: - Surface water, including water from wetlands, rivers, lakes, and oceans. - Ground water. - Rainwater collected directly and stored by the organisation. - Waste water from another organisation. - Municipal water supplies or other water utilities.	Water resource Management	59	
G4. EN8 b)	Report standards, methodologies, and assumptions used.			
Emissions				
Indicator	Description	Section	Page(s)	Response
G4. EN19 a)	Reduction of greenhouse gas (GHG) emissions: Report the amount of GHG emissions reductions achieved as a direct result of initiatives to reduce emissions, in metric tons of CO2 equivalent.	Carbon management	58	

G4. EN19 b)	Report gases included in the calculation (whether CO ₂ , CH ₄ , N ₂ O, HFCs, PFCs, SF ₆ , NF ₃ , or all).	Carbon management	58	
G4. EN19 c)	Report the chosen base year or baseline and the rationale for choosing it.			2013 is the base year. That's when most of the comprehensive parameters were measured
G4. EN19 d)	Report standards, methodologies, and assumptions used.	Carbon management	58	ISO14064:3
G4. EN19 e)	Report whether the reductions in GHG emissions occurred in direct (Scope 1), energy indirect (Scope 2), other indirect (Scope 3) emissions.	Carbon footprint	58	

Effluents and Waste

Indicator	Description	Section	Page(s)	Response
G4. EN23 a)	Total weight of waste by type and disposal method: Report the total weight of hazardous and non-hazardous waste, by the following disposal methods: <ul style="list-style-type: none"> - Reuse - Recycling - Composting - Recovery, including energy recovery - Incineration (mass burn) - Deep well injection - Landfill - On-site storage - Other (to be specified by the organisation) 	Waste management	60	
G4. EN23 b)	Report how the waste disposal method has been determined: Disposed of directly by the organisation or otherwise directly confirmed <ul style="list-style-type: none"> - Information provided by the waste disposal contractor. - Organisational defaults of the waste disposal contractor. 	Waste Management	60	
G4. EN24 a)	Total number and volume of significant spills: Report the total number and total volume of recorded significant spills.	Waste Management	60	
G4. EN24 b)	For spills that were reported in the organisation's financial statements, report the additional following information for each such spill: <ul style="list-style-type: none"> - Location of spill - Volume of spill Material of spill, categorised by: <ul style="list-style-type: none"> - 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). - Other (to be specified by the organisation). 			B
G4. EN24 c)	Report the impacts of significant spills.			

Products and Services

Indicator	Description	Section	Page(s)	Response
G4. EN27 a)	Extent of impact mitigation of environmental impacts of products and services: Report quantitatively the extent to which environmental impacts of products and services have been mitigated during the reporting period.	Product responsibility	55	
G4. EN27 b)	If use-oriented figures are employed, report the underlying assumptions regarding consumption patterns or normalisation factors.			C

Compliance

Indicator	Description	Section	Page(s)	Response
G4. EN29 a)	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with environmental laws and regulations: Report significant fines and non-monetary sanctions in terms of: <ul style="list-style-type: none"> - Total monetary value of significant fines. - Total number of non-monetary sanctions. - Cases brought through dispute resolution mechanisms. 			
G4. EN29 b)	Where organisations have not identified any non-compliance with laws or regulations, a brief statement of this fact is sufficient.			

Overall				
Indicator	Description	Section	Page(s)	Response
G4. EN31	Total environmental protection expenditures and investments by type: - Report total environmental protection expenditures by: - Waste disposal, emissions treatment, and remediation costs. - Prevention and environmental management costs.			
CATEGORY: SOCIAL SUBCATEGORY: LABOUR PRACTICES AND DECENT WORK				
Employment				
Indicator	Description	Section	Page(s)	Response
G4. LA1 a)	Total number and rates of new employee hires and employee turnover by age group, gender, and region: Report the total number and rate of new employee hires during the reporting period, by age group, gender and region.	Human Resources	39	
G4. LA1 b)	Report the total number and rate of employee turnover during the reporting period, by age group, gender and region.			
Labour/Management Relations				
Indicator	Description	Section	Page(s)	Response
G4. LA4 a)	Minimum notice periods regarding operational changes, including whether these are specified in collective agreement: Report the minimum number of weeks' notice typically provided to employees and their elected representatives prior to the implementation of significant operational changes that could substantially affect them.			
G4. LA4 b)	For organisations with collective bargaining agreements, report whether the notice period and provisions for consultation and negotiation are specified in collective agreements.	Freedom of association and collective bargaining	44	
Occupational Health and Safety				
Indicator	Description	Section	Page(s)	Response
G4. LA6 a)	Type of injury and rates of injury, occupational diseases, lost days, and absenteeism, and total number of work-related fatalities, by region and by gender: Report types of injury, injury rate (IR), occupational diseases rate (ODR), lost day rate (LDR), absentee rate (AR) and work-related fatalities, for the total workforce (that is, total employees plus supervised workers), by: - Region - Gender	Safety	51	
G4. LA6 b)	Report types of injury, injury rate (IR), occupational diseases rate (ODR), lost day rate (LDR), absentee rate (AR) and work-related fatalities for independent contractors working on-site to whom the organisation is liable for the general safety of the working environment, by: - Region - Gender	Safety	51	
G4. LA6 c)	Report the system of rules applied in recording and reporting accident statistics.	SHE	51 - 53	
Training and Education				
Indicator	Description	Section	Page(s)	Response
G4. LA10 a)	Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings: Report on the type and scope of programs implemented and assistance provided to upgrade employee skills.	Training and development	38 - 43	
G4. LA10 b)	Report on the transition assistance programs provided to facilitate continued employability and the management of career endings resulting from retirement or termination of employment.	Training and development	38 - 43	

Diversity and Equal Opportunity				
Indicator	Description	Section	Page(s)	Response
G4. LA12 a)	Composition of governance bodies and breakdown of employees per employee category according to gender, age group, minority group membership, and other indicators of diversity: Report the percentage of individuals within the organisation's governance bodies in each of the following diversity categories: - Gender - Age group: under 30 years old, 30-50 years old, over 50 years old - Minority groups - Other indicators of diversity where relevant			A
G4. LA12 b)	Report the percentage of employees per employee category in each of the following diversity categories: - Gender - Age group: under 30 years old, 30-50 years old, over 50 years old - Minority groups - Other indicators of diversity where relevant			A
CATEGORY: SOCIAL SUBCATEGORY: SOCIETY				
Compliance				
Indicator	Description	Section	Page(s)	Response
G4. SO8 a)	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with laws and regulations. Report significant fines and non-monetary sanctions in terms of: Total monetary value of significant fines. Total number of non-monetary sanctions. Cases brought through dispute resolution mechanisms.			C
G4. SO8 b)	If the organisation has not identified any non-compliance with laws or regulations, a brief statement of this fact is sufficient.			
G4. SO8 c)	Report the context against which significant fines and non-monetary sanctions were incurred.			
PRODUCT RESPONSIBILITY				
Compliance				
Indicator	Description	Section	Page(s)	Response
G.4 PR9 a)	Monetary value of significant fines for non-compliance with laws and regulations concerning the provision and use of products and services. Report the total monetary value of significant fines for non-compliance with laws and regulations concerning the provision and use of products and services.			C
G.4 PR9 b)	If the organisation has not identified any non-compliance with laws or regulations, a brief statement of this fact is sufficient.			C

A - Covered in other reporting frameworks and can be made available on request

B - Partially covered and the business will improve on this reporting

C - Not covered