



Supplier Diversity & ESG Audit Checklist 2026

Supplier Diversity Program Governance

Evaluating the internal framework, policies, and leadership commitment to maintaining a diverse supplier ecosystem.

Diversity Policy Version Number

Write something...

Primary Diversity Objective

- ☐ Increasing Minority-Owned Spend
- ☐ Improving Gender Diversity in Tiers 1 & 2
- ☐ Small Business Integration
- ☐ ESG Compliance Alignment

Governance Oversight Bodies Involved

- ☐ Board of Directors
- ☐ Procurement Committee
- ☐ Sustainability Task Force
- ☐ Internal Audit Department

Annual Diversity Budget Allocation (%)

Last Policy Review Date

Diversity Policy Document

 Upload File

Compliance Officer Affirmation

Diversity Spend & Representation Metrics

Verifying-the accuracy of spend tracking across minority-owned, women-owned, veteran-owned, and small business enterprises.

Total Annual Spend with Diverse Suppliers (USD)

Supplier Diversity Categories Represented

- ☐ Minority-Owned Business (MBE)
- ☐ Women-Owned Business (WBE)
- ☐ Veteran-Owned Business (VBE)
- ☐ Disadvantaged Business Enterprise (DBE)
- ☐ Small Business Enterprise (SBE)

Diversity Certification Documents

 Upload File

Last Diversity Audit Completion Date

Enter date...

Discrepancy Notes

Write something...

Environmental Sustainability & Carbon Footprint

Auditing supplier compliance with carbon emission targets, waste management protocols, and renewable energy usage.

Supplier Carbon Emission Rating

- ☐ Low Impact
- ☐ Moderate Impact
- ☐ High Impact
- ☐ Not Rated

Total Annual CO2e Emissions (Metric Tons)

Enter a number...

Active Sustainability Certifications

- ☐ ISO 14001
- ☐ EcoVadis
- ☐ Science Based Targets initiative (SBTi)
- ☐ B Corp Certification
- ☐ Other

Last Environmental Audit Date

Enter date...

Annual Sustainability Report

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Waste Management & Recycling Strategy Description

Write something...

Social Responsibility & Labor Standards

Assessing supplier adherence to human rights, fair wage practices, child labor prohibitions, and workplace safety regulations.

Supplier Labor Compliance Status

- ☐ Fully Compliant
- ☐ Minor Non-Compliance Identified
- ☐ Critical Violation Detected
- ☐ Under Review

Verified Labor Standard Certifications

- ☐ SA8000
- ☐ ISO 45001
- ☐ Fair Trade Certified
- ☐ SEDEX/SMETA Audit
- ☐ None/Other

Total Number of On-Site Labor Audits Conducted (Last 12 Months)

Enter a number...

Summary of Identified Labor Risks and Remediation Steps

Write something...

Upload Supplier Labor Policy & Code of Conduct Documentation

 Upload File

Auditor Verification Signature

Ethical Sourcing & Traceability

Reviewing the transparency of raw material origins and the effectiveness of tier-2 and tier-3 supplier monitoring.

Raw Material Origin Verification Status

- ☐ Fully Traceable
- ☐ Partially Traceable
- ☐ Untraceable

Certifications Held by Supplier

- ☐ Fair Trade Certified
- ☐ Conflict-Free Mineral Certified
- ☐ ISO 14001
- ☐ Rainforest Alliance
- ☐ Other

Primary Conflict Mineral Source Region

Write something...

Proof of Origin Documentation

 Upload File

Last Supply Chain Audit Date

Enter date...

Risk Mitigation Strategy for High-Risk Origins

Write something...

Governance & Anti-Corruption Compliance

Ensuring suppliers adhere to anti-bribery, anti-corruption, and ethical business conduct policies within the supply chain.

Anti-Bribery Policy Acknowledgment

- ☐ Confirmed
- ☐ Pending Review
- ☐ Not Compliant

Compliance Training Modules Completed

- ☐ Anti-Corruption Training
- ☐ Code of Conduct Training
- ☐ Data Privacy Training
- ☐ Conflict of Interest Training

Supplier Code of Conduct Signed Document

 Upload File

Description of Reported Conflicts of Interest

Write something...

Last Compliance Audit Date

Enter date...

Compliance Officer Attestation

ESG Reporting & Data Integrity

Reviewing the quality, frequency, and accuracy of ESG data reported by suppliers for 2026 compliance standards.

Reporting Period End Date

Enter date...

Data Verification Method

- ☐ Self-Assessment Questionnaire
- ☐ Third-Party Audit
- ☐ Automated IoT/Sensor Data
- ☐ Direct Document Review

Percentage of Verified ESG Data Points

Enter a number...

Reported ESG Frameworks

- ☐ GRI (Global Reporting Initiative)
- ☐ SASB (Sustainability Accounting Standards Board)
- ☐ TCFD (Task Force on Climate-related Financial Disclosures)
- ☐ EcoVadis Scorecard

Annual Sustainability Report (PDF)

 Upload File

Data Discrepancy Notes

Write something...

Supplier Continuous Improvement Plan

Evaluating the mechanisms in place for suppliers to remediate non-compliance findings and improve ESG performance over time.

Current Improvement Status

- ☐ On Track
- ☐ Needs Immediate Action
- ☐ Under Review
- ☐ Completed

Identified Gaps & Non-Compliance Issues

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Corrective Action Plan (CAP) ID

Write something...

Target Remediation Deadline

Enter date...

Supporting Evidence/Updated Policy Documents

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Auditor Verification Signature

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 Generate Sample Report