



# RI TRANSPARENCY REPORT 2017

Charterhouse Capital Partners LLP



An investor initiative in partnership with UNEP Finance Initiative and UN Global Compact

# About this report

The PRI Reporting Framework is a key step in the journey towards building a common language and industry standard for reporting responsible investment (RI) activities. This RI Transparency Report is one of the key outputs of this Framework. Its primary objective is to enable signatory transparency on RI activities and facilitate dialogue between investors and their clients, beneficiaries and other stakeholders. A copy of this report will be publicly disclosed for all reporting signatories on the <u>PRI website</u>, ensuring accountability of the PRI Initiative and its signatories.

This report is an export of the individual Signatory organisation's response to the PRI during the 2016 reporting cycle. It includes their responses to mandatory indicators, as well as responses to voluntary indicators the signatory has agreed to make public. The information is presented exactly as it was reported. Where an indicator offers a response option that is multiple-choice, all options that were available to the signatory to select are presented in this report. Presenting the information exactly as reported is a result of signatory feedback which suggested the PRI not summarise the information. As a result, the reports can be extensive. However, to help easily locate information, there is a **Principles index** which highlights where the information can be found and summarises the indicators that signatories complete and disclose.

#### Understanding the Principles Index

The Principles Index summarises the response status for the individual indicators and modules and shows how these relate to the six <u>Principles for Responsible Investment</u>. It can be used by stakeholders as an 'at-a-glance' summary of reported information and to identify particular themes or areas of interest.

Indicators can refer to one or more Principles. Some indicators are not specific to any Principle. These are highlighted in the 'General' column. When multiple Principles are covered across numerous indicators, in order to avoid repetition, only the main Principle covered is highlighted.

All indicators within a module are presented below. The status of indicators is shown with the following symbols:

Symbol	Status
✓	The signatory has completed all mandatory parts of this indicator
Ø	The signatory has completed some parts of this indicator
۵	This indicator was not relevant for this signatory
-	The signatory did not complete any part of this indicator
þ	The signatory has flagged this indicator for internal review

Within the table, indicators marked in blue are mandatory to complete. Indicators marked in grey are voluntary to complete.

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# Principles Index

Organisational Overview					Principle			General		
Indicator	Short description	Status	Disclosure	1	2	3	4	5	6	
OO 01	Signatory category and services	1	Public							✓
OO 02	Headquarters and operational countries	1	Public							✓
OO 03	Subsidiaries that are separate PRI signatories	1	Public							✓
OO 04	Reporting year and AUM	1	Public							✓
OO 05	Breakdown of AUM by asset class	~	Asset mix disclosed in OO 06							~
OO 06	How would you like to disclose your asset class mix	1	Public							✓
OO 07	Fixed income AUM breakdown	8	n/a							✓
OO 08	Segregated mandates or pooled funds	₿	n/a							✓
OO 09	Breakdown of AUM by market	1	Private							✓
OO 10	RI activities for listed equities	₿	n/a							✓
00 11	RI activities in other asset classes	1	Public							$\checkmark$
00 12	Modules and sections required to complete	1	n/a							✓
OO End	Module confirmation page	1	-							



Strategy and Governance					Principle General			General		
Indicator	Short description	Status	Disclosure	1	2	3	4	5	6	
SG 01	RI policy and coverage	✓	Public							✓
SG 02	Publicly available RI policy or guidance documents	~	Public						~	
SG 03	Conflicts of interest	1	Public							✓
SG 04		✓	Private							$\checkmark$
SG 05	RI goals and objectives	✓	Public							✓
SG 06	Main goals/objectives this year	✓	Private							✓
SG 07	RI roles and responsibilities	✓	Public							✓
SG 08	RI in performance management, reward and/or personal development	✓	Private							$\checkmark$
SG 09	Collaborative organisations / initiatives	✓	Public				✓	✓		
SG 10	Promoting RI independently	✓	Public				✓			
SG 11	Dialogue with public policy makers or standard setters	✓	Private				~	~	~	
SG 12	ESG issues in strategic asset allocation	✓	Public	<ul><li>✓</li></ul>						
SG 13	Long term investment risks and opportunity	✓	Private	~						
SG 14	Allocation of assets to environmental and social themed areas	✓	Private	~						
SG 15	ESG issues for internally managed assets not reported in framework	₿	n/a							$\checkmark$
SG 16	ESG issues for externally managed assets not reported in framework	₿	n/a							$\checkmark$
SG 17	Innovative features of approach to RI	1	Private							✓
SG End	Module confirmation page	1	-							



Direct – Private Equity						Principle				General
Indicator	Short description	Status	Disclosure	1	2	3	4	5	6	
PE 01	Breakdown of investments by strategy	✓	Private							✓
PE 02	Typical level of ownership	✓	Private							✓
PE 03	Description of approach to RI	-	n/a	<ul> <li>✓</li> </ul>					<ul> <li>✓</li> </ul>	
PE 04	Investment guidelines and RI	✓	Public		✓					
PE 05	Fund placement documents and RI	✓	Public	<ul> <li>✓</li> </ul>			<ul> <li>✓</li> </ul>		<ul> <li>✓</li> </ul>	
PE 06	Formal commitments to RI	✓	Private				<ul> <li>✓</li> </ul>			
PE 07	Incorporating ESG issues when selecting investments	~	Public	~						
PE 08	Types of ESG information considered in investment selection	~	Public	~		~				
PE 09	Encouraging improvements in investees	✓	Private	<ul> <li>✓</li> </ul>	✓					
PE 10	ESG issues impact in selection process	1	Private	✓						
PE 11	Proportion of companies monitored on their ESG performance	~	Public		~					
PE 12	Proportion of portfolio companies with sustainability policy	~	Public		~					
PE 13	Actions taken by portfolio companies to incorporate ESG issues into operations	~	Private		~					
PE 14	Type and frequency of reports received from portfolio companies	1	Private		~	~				
PE 15	Disclosure of ESG issues in pre-exit	✓	Private		✓					
PE 16	ESG issues affected financial/ESG performance	•	Private	~	~					
PE 17	Examples of ESG issues that affected your PE investments	•	Private	~	~					
PE 18	Disclosure of ESG information to public and clients/beneficiaries	~	Public						~	
PE 19	Approach to disclosing ESG incidents	✓	Private						✓	
PE End	Module confirmation page	✓	-							



# Charterhouse Capital Partners LLP

# **Reported Information**

Public version

Organisational Overview

### **PRI disclaimer**

This document presents information reported directly by signatories. This information has not been audited by the PRI Secretariat or any other party acting on their behalf. While this information is believed to be reliable, no representations or warranties are made as to the accuracy of the information presented, and no responsibility or liability can be accepted for any error or omission.



	Basic Info	rmation			
00 01	Mai	ndatory	Public	Gateway/Peering	General
	00 01.1	Select the services you offer.			
	☑ Fund n	nanagement			
		% of assets under manageme	ent (AUM) in range	S	
	0 <'	10%			
	0 10	0-50%			
	• >!	50%			
	🗆 Fund o	f funds, manager of managers, sub-ac	dvised products		
	□ Other,	specify			
	Execut	ion and advisory services			
	00 01.2	Additional information. [Optional]			

Charterhouse is an independent private equity house which has invested in European buyouts since the early days of the market in the 1980s. We are owned by our team and focus solely on private equity investing.





	OO 03.1		ndicate whether y heir own right.	ou have s	ubsidiar	ies within yc	our org	anisati	on that are a	lso PRI signa	tories in
	⊖ Yes										
	No										
00 0	4	Manda	tory			Public		Gate	way/Peering	g	General
	00 04.1	h	ndicate the year e	nd date fo	or your r	eporting yea	r.				
	31/12/20	16									
	00 04.2		ndicate your total ot to report on.	AUM at th	ie end o	f your report	ing ye	ar, exc	luding subsid	diaries you ha	ave chosen
				trillions	billions	s millions	thous	sands	hundreds		
			Total AUM		3	861	000		000		
			Currency	EUR		<u>    I                                </u>					
			Assets in USD		4	132	055		748		
00 0	6	Manda	tory			Public		Desc	riptive	-	General

New selection options have been added to this indicator. Please review your prefilled responses carefully.

#### OO 06.1 How you would like to disclose your asset class mix.

 $\bigcirc$  as percentage breakdown

 ${\small \textcircled{\sc o}}$  as broad ranges

	Internally managed (%)	Externally managed (%)
Listed equity	0	0
Fixed income	0	0
Private equity	>50%	0
Property	0	0
Infrastructure	0	0
Commodities	0	0
Hedge funds	0	0

Forestry	0	0
Farmland	0	0
Inclusive finance	0	0
Cash	0	0
Other (1), specify	0	0
Other (2), specify	0	0

OO 06.2

Publish our asset class mix as per attached image [Optional].

# Gateway asset class implementation indicators OO 11 Mandatory Public Gateway General OO 11.1 Select the internally managed asset classes in which you addressed ESG incorporation into your investment decisions and/or your active ownership practices (during the reporting year). Image: Classes in which you addressed ESG incorporation into your investment decisions and/or your active ownership practices (during the reporting year).

□ None of the above

#### OO 11.3 Additional information. [Optional]

Charterhouse continues its long-held strategy of acquiring well-managed, high quality businesses by targeting a select small number of investments in companies with attractive fundamentals. It has completed more than 140 transactions worth an aggregate in excess of €50bn in value. Growth is the core driver of its returns, whether achieved organically, by acquisition or through business model transformation.

Partnering with management is key to the Charterhouse investment philosophy. It backs incumbent management teams and provides active support to drive growth in its portfolio businesses. Its success has been built on recognising and rewarding management with equity ownership in each transaction.

Charterhouse believes that the long-term financial success of its portfolio companies can be positively influenced by robust management of environment, social and governance ("ESG") opportunities and risks. The Charterhouse ESG Committee meets regularly and is responsible for the oversight and implementation of Charterhouse's ESG policy.



# Charterhouse Capital Partners LLP

**Reported Information** 

Public version

Strategy and Governance

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New selection options have been added to this indicator. Please review your prefilled responses carefully.

SG 01.1	Indicate if you have an investment policy that covers your responsible investment approach.
Yes	

**SG 01.2** Indicate the components/types and coverage of your policy.

#### Select all that apply

Policy components/types	Coverage by AUM
☑ Policy setting out your overall approach	<ul> <li>Applicable policies cover all AUM</li> </ul>
□ Formalised guidelines on environmental factors	$\bigcirc$ Applicable policies cover a majority of AUM
□ Formalised guidelines on social factors	$\bigcirc$ Applicable policies cover a minority of AUM
$\hfill\square$ Formalised guidelines on corporate governance factors	
☑ Asset class-specific RI guidelines	
□ Sector specific RI guidelines	
☑ Screening / exclusions policy	
□ Other, specify (1)	
$\Box$ Other, specify(2)	

**SG 01.4** Indicate what norms you have used to develop your investment policy that covers your responsible investment approach.

☑ UN Global Compact Principles

- UN Guiding Principles on Business and Human Rights
- □ Universal Declaration of Human Rights
- □ International Bill of Human Rights
- ☑ International Labour Organization Conventions
- □ United Nations Convention Against Corruption
- □ OECD Guidelines for Multinational Enterprises
- ☑ Other, specify (1)

#### other (1) description

#### ILPA Due Diligence Questionnaire

☑ Other, specify (2)



	other (2) description							
PRI ESG Due	PRI ESG Due Diligence Framework							
□ Other, specif	□ Other, specify (3)							
$\Box$ None of the a	above							
○ No								

SG 02 Mandatory	Public Core Assessed	PRI 6
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New selection options have been added to this indicator. Please review your prefilled responses carefully.



☑ Policy setting out your overall approach

**URL/Attachment** 

☑ URL

URL

http://www.charterhouse.co.uk/our-esg-policy

Attachment (will be made public)

Attachment

Charterhouse ESG Policy \_Sept2016.pdf

□ Asset class-specific RI guidelines

- □ Screening / exclusions policy
- □ We do not publicly disclose our investment policy documents

SG 02.4 Additional information [Optional].	
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#### **SG 03.2** Describe your policy on managing potential conflicts of interest in the investment process.

Charterhouse is focussed solely on its private equity fund management business. We do not manage other types of funds, nor do we have a corporate advisory business. This enables conflicts of interest to be kept to a minimum. Should any potential conflicts of interest arise, Charterhouse has well-established practices and procedures for dealing with such matters.

 $\bigcirc$  No

# SG 05 Mandatory Public Gateway/Core Assessed General SG 05.1 Indicate if and how frequently your organisation sets and reviews objectives for its responsible investment activities. Quarterly or more frequently Biannually Annually Less frequently than annually Ad-hoc basis It is not reviewed

#### Governance and human resources Mandatory Public **Core Assessed** SG 07 General Indicate the roles present in your organisation and for each, indicate whether they have oversight SG 07.1 and/or implementation responsibilities for responsible investment. Roles present in your organisation □ Board members or trustees Chief Executive Officer (CEO), Chief Investment Officer (CIO), Investment Committee ☑ Oversight/accountability for responsible investment □ Implementation of responsible investment □ No oversight/accountability or implementation responsibility for responsible investment ☑ Other Chief-level staff or head of department, specify **Charterhouse Partners**



- ☑ Oversight/accountability for responsible investment
- ☑ Implementation of responsible investment
- □ No oversight/accountability or implementation responsibility for responsible investment
- □ Portfolio managers
- □ Investment analysts
- □ Dedicated responsible investment staff
- □ External managers or service providers
- ☑ Investor relations
  - ☑ Oversight/accountability for responsible investment
  - $\ensuremath{\boxtimes}$  Implementation of responsible investment
  - □ No oversight/accountability or implementation responsibility for responsible investment
- ☑ Other role, specify (1)

#### **Investment Team Members**

#### Other description (1)

☑ Oversight/accountability for responsible investment

- ☑ Implementation of responsible investment
- □ No oversight/accountability or implementation responsibility for responsible investment
- ☑ Other role, specify (2)

#### Other description (2)

#### ESG-person, part-time

- ☑ Oversight/accountability for responsible investment
- Implementation of responsible investment
- □ No oversight/accountability or implementation responsibility for responsible investment

**SG 07.2** For the roles for which you have RI oversight/accountability or implementation responsibilities, indicate how you execute these responsibilities.

The RI oversight, accountability and implementation responsibility is executed at various levels within Charterhouse under the supervision of the Charterhouse ESG Committee. The members of the ESG Committee include the Managing Partner (CEO), representatives of the Investment Team, the Firm's Legal Counsel, the Investor Relations Director and the ESG-responsible person. The Committee formulates the Charterhouse ESG approach and policy and oversees its incorporation at all levels of activity within Charterhouse, both in-house as well as at an investment and external / portfolio company level.

The ESG Workgroup was formed in 2016 to meet monthly with a view to coordinate the activities required to meet the Charterhouse ESG objectives. This workgroup is attended by the Firm's Legal Counsel, a senior member of the Investment Team, the Investor Relations Director and the ESG-responsible person.

Members of the Investment Team are responsible for addressing ESG concerns encountered in potential and current fund portfolio companies. Charterhouse has also shared its ESG approach and policy with various consultants with whom it works to ensure that ESG issues are addressed by those assisting the firm, e.g. in relation to investment due diligence and portfolio company initiatives.

Charterhouse has an investment monitoring committee which reviews each portfolio company on a regular basis and this committee's remit includes the monitoring of ESG matters.

The Charterhouse ESG-responsible person, who assists with the implementation of the ESG Committee recommendations and co-ordinates the ESG-related activities Charterhouse is required to take to meet its ESG roadmap objectives, is supported by an in-house ESG Workgroup which meets on a monthly basis.





Promoting responsible investment						
SG 09	Mandatory	Public	Core Assessed	PRI 4,5		

New selection options have been added to this indicator. Please review your prefilled responses carefully.

#### Select all that apply

☑ Principles for Responsible Investment

	Your organisation's role in the initiative during the reporting period (see definitions)
☑ Basic	
□ Moder	ate
🗆 Advan	ced

Provide a brief commentary on the level of your organisation's involvement in the initiative. [Optional]

Charterhouse became a PRI signatory in October 2013.

- □ AFIC La Commission ESG
- $\hfill\square$  Asian Corporate Governance Association
- □ Australian Council of Superannuation Investors
- BVCA Responsible Investment Advisory Board



- 🗹 Basic
- $\Box$  Moderate
- Advanced
- □ CDP Climate Change
- □ CDP Forests
- $\Box$  CDP Water
- CFA Institute Centre for Financial Market Integrity
- □ Code for Responsible Investment in SA (CRISA)
- □ Code for Responsible Finance in the 21st Century
- □ Council of Institutional Investors (CII)
- □ ESG Research Australia
- $\Box$  Eumedion
- □ EVCA Responsible Investment Roundtable
- □ Extractive Industries Transparency Initiative (EITI)
- □ Global Investors Governance Network (GIGN)
- □ Global Impact Investing Network (GIIN)
- □ Global Real Estate Sustainability Benchmark (GRESB)
- □ Green Bond Principles
- □ Institutional Investors Group on Climate Change (IIGCC)
- □ Interfaith Center on Corporate Responsibility (ICCR)
- □ International Corporate Governance Network (ICGN)
- □ Investor Group on Climate Change, Australia/New Zealand (IGCC)
- □ International Integrated Reporting Council (IIRC)
- □ Investor Network on Climate Risk (INCR)/CERES
- □ Local Authority Pension Fund Forum
- □ Principles for Sustainable Insurance
- □ Regional or National Social Investment Forums (e.g. UKSIF, Eurosif, ASRIA, RIAA), specify
- □ Responsible Finance Principles in Inclusive Finance
- □ Shareholder Association for Research and Education (Share)
- □ United Nations Environmental Program Finance Initiative (UNEP FI)
- □ United Nations Global Compact
- ☑ Other collaborative organisation/initiative, specify

#### PEI Responsible Investment Forum 2016

#### Your organisation's role in the initiative during the reporting year (see definitions)

☑ Basic

□ Moderate

- Advanced
- ☑ Other collaborative organisation/initiative, specify

ERM ESG-themed seminars



#### Your organisation's role in the initiative during the reporting year (see definitions)

☑ Basic

□ Moderate

□ Advanced

□ Other collaborative organisation/initiative, specify

□ Other collaborative organisation/initiative, specify

SG 10		Mandatory		Public	Core Assessed	PRI 4
	SG 10.1		Indicate if your organisation promotes responsible investment, independently of collaborative initiatives.			
	⊖ Yes ● No	i				

Implementation not in other modules						
SG 12	Mandatory	Public	Descriptive	PRI 1		

#### New selection options have been added to this indicator. Please review your prefilled responses carefully.

 $\Box$  We execute scenario analysis which includes factors representing the investment impacts of future environmental trends

□ We execute scenario analysis which includes factors representing the investment impacts of future social trends

 $\Box$  We execute scenario analysis which includes factors representing the investment impacts of future governance trends

☑ We execute other scenario analysis, specify

# In its scenario analysis, Charterhouse considers any ESG factors which may impact any single portfolio company or investments across its portfolio.

□ We do not execute such scenario analysis and/or modelling

**SG 12.2** Indicate if your organisation considers ESG issues in strategic asset allocation and/or allocation of assets between sectors or geographic markets.

We do the following

□ Allocation between asset classes

- □ Determining fixed income duration
- □ Allocation of assets between geographic markets
- □ Sector weightings
- ☑ Other, specify

# Charterhouse considers sector and geographic market specific ESG factors during the investment decision phase and beyond.



 $\odot$  We do not consider ESG issues in strategic asset allocation



Charterhouse will consider the specific sector or geographic market ESG issues when considering a potential investment. These considerations must be documented in papers presented to the Firm's Investment Committee which decides whether any potential investment target would present a value creation opportunity.



# Charterhouse Capital Partners LLP

# **Reported Information**

Public version

**Direct – Private Equity** 

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○ We do not have investment guidelines

#### Fundraising of private equity funds



# Pre-investment (selection) PE 07 Mandatory Public Gateway PRI 1 PE 07.1 During due-diligence indicate if your organisation typically incorporates ESG issues when selecting private equity investments. Image: Color organisation typically incorporates ESG issues in selecting private equity investments. Image: PE 07.2 Describe your organisation's approach to incorporating ESG issues in private equity investment selection. Charterhouse adopted a formal ESG policy in 2013 following a project undertaken jointly with ERM, a former Charterhouse portfolio company.

Every effort is made during the due diligence phase relating to a target portfolio company to identify all of the potential risks and opportunities, including ESG matters. The Charterhouse investment process requires the Investment Team to confirm the absence of ESG concerns relating to a potential investment or explain what these are and what is being done to address them. Investment Committee papers must address ESG issues,



as must any early stage notes about a transaction. Charterhouse has previously rejected transactions due to ESG and reputational concerns.

If ESG concerns are identified at any stage of a transaction, further due diligence is undertaken and, where necessary, specialist consultants may be instructed.

Charterhouse expects portfolio companies to operate in accordance with Charterhouse's ESG principles, ensuring the absence of any ESG conflicting factors. In the event of an ESG conflict arising, Charterhouse expects open communication with portfolio company management such that the conflict can be dealt with quickly and efficiently. Furthermore, in the event that Charterhouse seeks to make improvements to a portfolio company's ESG performance, Charterhouse would expect full cooperation and support from portfolio company management.

 $\bigcirc$  No

E 08	Man	ndatory	Public	Core Assessed	PRI 1,3
PE 8.1	PE 8.1 Indicate what type of equity investment sele			on typically considers during your	r private
⊠ Rav	/ data	from target company			
⊠ Ben	chma	rks against other companies			
⊠ Sec	tor lev	el data/benchmarks			
⊠ Cou	☑ Country level data/benchmarks				
⊠ Rep	☑ Reporting standards, industry codes and certifications				
☑ Inte	☑ International initiatives, declarations or standards				
⊠ Eng	✓ Engagements with stakeholders (e.g. customers and suppliers)				
⊠ Adv	☑ Advice from external resources				
□ Oth	□ Other, specify				
□ We	We do not track this information				

**PE 8.2** Describe how this information is reported to, considered and documented by the Investment Committee or similar.

Charterhouse considers any ESG issues that may be specific to a potential investment company and its sector.



# **PE 11.2** Indicate the proportion of portfolio companies where your organisation included ESG performance in investment monitoring during the reporting year.

- $\odot$  >90% of portfolio companies
- 51-90% of portfolio companies
- $\odot$  10-50% of portfolio companies
- $\odot$  <10% of portfolio companies

#### (in terms of total number of portfolio companies)

# **PE 11.3** Indicate ESG issues for which your organisation typically sets and monitors targets (KPIs or similar) and provide examples per issue.

#### **ESG** issues

☑ Environmental

#### List up to three example targets of environmental issues

Environmental risk

Waste minimisation

Personnel responsible for environmental impact

☑ Social

List up to three example targets of social issues

Employee engagement in internal and external ESG supportive projects

Absence of slavery

Engagement / recruiting from local community

☑ Governance

#### List up to three example targets of governance issues

Bribery & Corruption policies

Health & Safety policies

Anti-discrimination policies

 $\hfill\square$  We do not set and/or monitor against targets

 $\bigcirc$  No

PE 1	2	Mar	ndatory	Public	Core Assessed	PRI 2	
	PE 12.1		Indicate if your organisation tracks the proportion of your portfolio companies that have an ESG/sustainability-related policy (or similar guidelines).				
	Yes	;					



# **PE 12.2** Indicate what percentage of your portfolio companies has an ESG/sustainability policy (or similar guidelines).

- $\odot$  >90% of portfolio companies
- 51-90% of portfolio companies
- $\odot$  10-50% of portfolio companies
- $\odot$  <10% of portfolio companies
- $\odot$  0% of portfolio companies

#### (in terms of total number of portfolio companies)

 $\bigcirc$  No

#### Communication **PE 18** Mandatory **Public Core Assessed** PRI 6 Indicate whether your organisation proactively discloses ESG information on your private equity PE 18.1 investments. ○ Disclose publicly • Disclose to investor clients (LPs)/beneficiaries only Indicate the type of ESG information that your organisation proactively discloses to your clients PE 18.5 (LPs)/beneficiaries. □ ESG information in relation to our pre-investment activities ESG information in relation to our post-investment monitoring and ownership activities □ Information on our portfolio companies' ESG performance ☑ Other, specify Charterhouse is frequently requested to complete ESG questionnaires which cover its ESG policy, its

ESG approach during the investment cycle, and its monitoring process.

- $\bigcirc$  Quarterly or more frequently
- $\bigcirc$  Biannually
- $\bigcirc$  Annually
- Less frequently than annually
- Ad-hoc/when requested, specify

LPs frequently request Charterhouse to complete ESG questionnaires as described above.

 $\odot$  No proactive disclosure to the public or to clients (LPs)/beneficiaries

