

Terms of Reference (ToR) For Annual Subscription for Group's ESG Ratings and Data Analytics Services

Background

KCB Group is committed to sustainability and responsible governance, recognizing the integral role these principles play in driving long-term value for our stakeholders. As part of our ongoing efforts to enhance transparency and improve our Environmental, Social, and Governance (ESG) performance, it is essential that we continue to leverage strategic tools and insights that support these commitments.

KCB Group initially subscribed to ESG analytics services in 2023, which provided transparent overviews identifying areas exposed to risk and opportunities across Environmental (E), Social (S), and Governance (G) pillars. Following a review of the 2023 Sustainability Report, the analytics service provided a detailed analysis of KCB Group's Environmental disclosures (carbon footprint, renewable energy, waste management, emissions reduction), Social disclosures (employee development, gender diversity, stakeholder engagement), and Governance disclosures (board attendance, audit transparency, climate governance).

Given the value derived from these insights, KCB Group is now sourcing for a new supplier to provide advanced ESG analytics and rating services to maintain critical evaluations, refine strategies, meet regulatory requirements, and position KCB as a leader in sustainable banking practices.

Objectives

The objectives for sourcing this subscription are:

1. **Enhance ESG Reporting and Transparency:**
 - Continuously monitor KCB Group's ESG performance, ensuring alignment with global standards.
2. **Leverage Data-Driven Insights for Continuous Improvement:**
 - Access ongoing data and analysis to improve strategies in carbon footprint, renewable energy, employee development, and governance.
3. **Support Decision-Making with Comprehensive ESG Metrics:**
 - Enable informed, data-driven decisions on sustainability initiatives.
4. **Stay Competitive and Compliant with Regulatory Changes:**
 - Remain updated with evolving ESG regulations and trends, ensuring compliance and competitiveness.

Scope of Work

1. **Sourcing and Onboarding of ESG Analytics Service Provider**
 - Identify and contract a reputable ESG analytics service provider to offer comprehensive ratings and analysis.

2. **Integration of ESG Data into KCB Reporting Frameworks**
 - Ensure seamless integration of ESG analytics into KCB's reporting and decision-making processes.
3. **Ongoing Monitoring and Analysis**
 - Facilitate continuous monitoring of ESG performance, with quarterly updates and assessments.
4. **Stakeholder Engagement and Reporting**
 - Support stakeholder engagement with updated ESG reports to communicate progress effectively.

Deliverables

1. **Signed Service Agreement**
 - Formal agreement with the selected ESG analytics provider.
2. **ESG Monitoring Reports**
 - Quarterly ESG performance reports highlighting risk exposure, improvements, and compliance.
3. **Integration Support Documentation**
 - Detailed guides on how ESG data is integrated into KCB's existing frameworks.
4. **Stakeholder Engagement Updates**
 - Regular updates to stakeholders on ESG progress and strategic adjustments.

Consultant Qualifications

- Proven expertise in ESG analysis and reporting.
- Familiarity with AI-driven ESG assessment tools.
- Strong analytical and reporting skills with an emphasis on sustainability.

Timeline

- **Month 1:** Selection of service provider and onboarding.
- **Month 2:** Integration with existing frameworks and initial monitoring.
- **Month 3:** Stakeholder engagement and performance review.

Reporting and Supervision

The selected service provider will report to the ESG Governance Committee within KCB, ensuring alignment with sustainability goals and strategic objectives.

Bidder's Responsibilities

- Facilitate onboarding and integration of the ESG analytics platform.
- Provide integration support and quarterly monitoring.
- Generate comprehensive ESG performance reports.