### 2019 | 1<sup>st</sup> EDITION OF THE TRANSPARENCY AWARDS



# **KEY FIGURES & WINNERS**

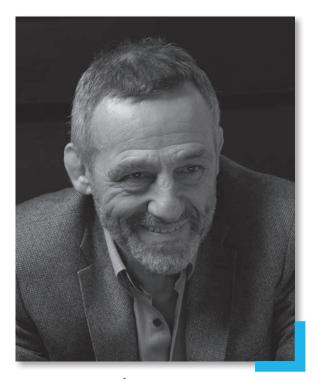
Analysis based on the top S&P 250 companies by market cap trading on either NYSE or Nasdaq. The list was created on January 1 and only takes into account companies who filed their proxy between September 1, 2018 and August 15, 2019.



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# A message from Laurent Rouyrès

LAURENT ROUYRÈS, President of Labrador and creator of the Transparency Awards

Why should companies care that their documents are transparent?

Well, simply put, because a transparent document will build trust in your disclosure communication and thus create unique value for your company.

But what is a transparent document?

All of the Transparency criteria contribute to one of four pillars:

- Accessibility: the reader can find information faster,
- Accuracy: it goes beyond mere compliance to include all relevant information,
- Comparability: it induces a feeling of goodwill, and
- Availability: it is easily understandable in both paper and digital formats.

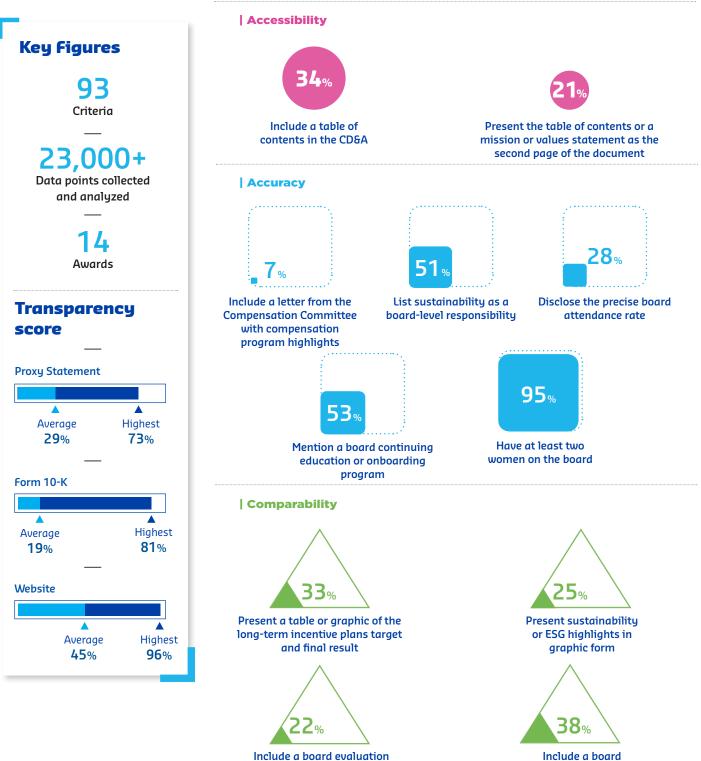
All of the criteria are public so that companies can benchmark themselves. This also guarantees the Awards' 100% objectivity and trustworthiness. Thanks to our 10 years' of experience in Europe, we know that these Awards have created lasting value in the marketplace:

- they have allowed the Corporate teams that produce these documents to finally be recognized for their incredible work,
- they have encouraged the adoption of best practices across the board,
- they have boosted shareholder trust in listed companies' disclosure, and
- they have created a virtuous circle in which investors and other stakeholders favor companies that strive to produce transparent documents.

Join me in congratulating this year's most transparent companies on paving the way for Transparency!

# **Transparency in 2019**

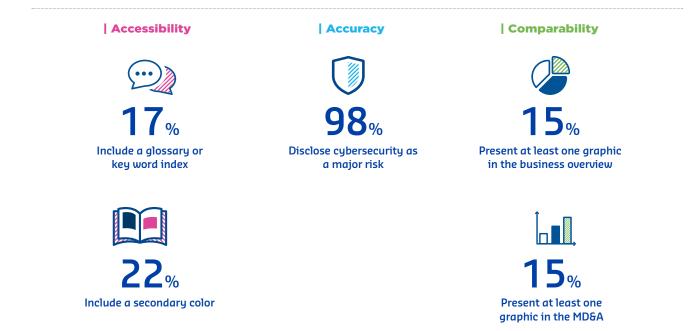




process graphic

skills matrix

## Form 10-K



### **Investor Relations Website**



## **Transparency Award Winners**

## BEST OVERALL TRANSPARENCY

### The winner:



Top 3 companies: THE COCA-COLA COMPANY • BLACKROCK • SOUTHERN COMPANY

### **Proxy Statement**





Top 3 companies: SOUTHERN COMPANY • RAYTHEON • BLACKROCK

### Form 10-K

The winner:



Top 3 companies: AMERICAN INTERNATIONAL GROUP, INC. • ANADARKO PETROLEUM • INTEL

### **Investor Relations Website**

### The winner:



**Top 3 companies:** ALTRIA • BANK OF AMERICA • SYSCO

## Top 20 of 2019

- 1. THE COCA-COLA COMPANY
- 2. BLACKROCK
- 3. SOUTHERN COMPANY
- 4. PRUDENTIAL FINANCIAL
- 5. CATERPILLAR
- 6. GOLDMAN SACHS
- 7. RAYTHEON
- 8. INTEL
- 9. CONOCOPHILLIPS
- 10. BANK OF AMERICA

- 11. CITIGROUP
- 12. WALMART
- 13. ALLSTATE
- 14. S&P GLOBAL
- 15. ROCKWELL AUTOMATION
- 16. DUKE ENERGY
- 17. INTUIT
- 18. MASTERCARD
- 19. CORNING
- 20. OCCIDENTAL PETROLEUM

### Winners by industry

### **Consumer Discretionary**

The winner:



Top 3 companies: GENERAL MOTORS • TARGET • MCDONALD'S

### **Consumer Staples**

The winner:



Top 3 companies: WALMART • PEPSICO • PHILIP MORRIS Energy

The winner:



**Top 3 companies:** CONOCOPHILLIPS • OCCIDENTAL PETROLEUM • MARATHON PETROLEUM

### **Financials**

The winner:

# BLACKROCK

Top 3 companies: BLACKROCK • PRUDENTIAL FINANCIAL • GOLDMAN SACHS

### Healthcare

The winner:

# Medtronic

Top 3 companies: MEDTRONIC • CVS HEALTH • AMGEN

### Industrials

The winner:

# CATERPILLAR®

**Top 3 companies:** CATERPILLAR • RAYTHEON • ROCKWELL AUTOMATION

### **Information Technology**

The winner:



**Top 3 companies:** INTEL • INTUIT • CORNING

### **Materials**

The winner:

# yondellbasell

**Top 3 companies:** LYONDELLBASELL • ECOLAB • LINDE PLC

### **Telecommunication Services**

The winner:



Top 3 companies: AT&T • COMCAST • VERIZON

### Utilities

The winner:



Top 3 companies: DUKE ENERGY • XCEL ENERGY • PUBLIC SERVICE ENTERPRISE GROUP

# **2019 Transparency Methodology**

After celebrating 10 successful years of the Transparency Awards in France, Labrador has applied the same methodology to the US market. Criteria are carefully selected and ranked based on their importance within the investor community.

- Every company within the S&P 250 is ranked, with no entry and no fee.
- They receive their own personal and confidential annual ranking.
- The criteria are objective and were selected by an independent panel of stakeholders (investors, analysts, auditors, industry representatives, etc.) The criteria are made available to the public.

The result of the Transparency Awards and its criteria encourages companies to adopt and innovate the way in which they communicate through their regulated disclosure.

### FOUR PILLARS OF TRANSPARENCY

Accessibility, accuracy, comparability and availability - in other words Transparency - can only be assessed through a wide range of criteria. Taken together, these criteria demonstrate the extent of a company's commitment to improving the quality and completeness of information that is available to investors.

We defined the fundamental and universal principles of trustworthy corporate disclosure, based on four pillars:



ACCESSIBILITY

Quickly finding comprehensive information

### ACCURACY

Obtaining all the regulatory content and additional information that allows for better understanding

### COMPARABILITY

Presenting information that enables quick comparison among issuers, thanks to strict compliance with regulatory and market standards

### AVAILABILITY

Having access to all information as soon as possible, in appropriate languages, and in all formats (paper, web, etc.) so that no reader is at an advantage or disadvantage

## S&P 250 Companies Surveyed

3M	ALLSTATE	ANALOG DEVICES
ABBOTT LABORATORIES	ALPHABET	ANTHEM
ABBVIE	ALTRIA GROUP	AON PLC
ACCENTURE	AMAZON.COM	APPLE
ACTIVISION BLIZZARD	AMERICAN ELECTRIC POWER	APPLIED MATERIALS
ADOBE	AMERICAN EXPRESS	APTIV PLC
ADVANCED MICRO DEVICES	AMERICAN INTERNATIONAL	ARCHER-DANIELS-MIDLAND
AFLAC	GROUP	AT&T
AGILENT TECHNOLOGIES	AMERICAN TOWER	AUTODESK
AIR PRODUCTS AND CHEMICALS	AMGEN	AUTOMATIC DATA PROCESSING
ALEXION PHARMACEUTICALS	AMPHENOL	AUTOZONE
ALLERGAN	ANADARKO PETROLEUM	AVALONBAY COMMUNITIES

BANK OF AMERICA BANK OF NEW YORK MELLON BAXTER INTERNATIONAL BB&T BECTON DICKINSON BERKSHIRE HATHAWAY BIOGEN BLACKROCK BOEING BOOKING HOLDINGS BOSTON PROPERTIES BOSTON SCIENTIFIC

SALESFORCE.COM

BRISTOL-MYERS SQUIBB BROADCOM CAPITAL ONE FINANCIAL CARNIVAL CATERPILLAR CENTENE CHARLES SCHWAB CHARTER COMMUNICATIONS CHEVRON CHUBB LIMITED CIGNA CISCO SYSTEMS CITIGROUP CME GROUP THE COCA-COLA COMPANY COGNIZANT TECHNOLOGY SOLUTIONS COLGATE-PALMOLIVE COMCAST CONCHO RESOURCES CONOCOPHILLIPS CONSOLIDATED EDISON CONSTELLATION BRANDS CORNING COSTCO WHOLESALE CROWN CASTLE CSX CUMMINS CVS HEALTH DANAHER DEERE DELTA DIGITAL REALTY TRUST DISCOVER FINANCIAL DOLLAR GENERAL DOLLAR TREE DOMINION ENERGY DOWDUPONT DTE ENERGY DUKE ENERGY EATON EBAY ECOLAB EDISON INTERNATIONAL EDWARDS LIFESCIENCES ELECTRONIC ARTS FILLIY EMERSON ELECTRIC EOG RESOURCES EQUINIX EQUITY RESIDENTIAL

ESTEE LAUDER EVERSOURCE ENERGY **FXFLON** EXXON MOBIL FACEBOOK FEDEX FIDELITY NATIONAL **FISERV** FLEETCOR TECHNOLOGIES FORD MOTOR FORTIVE GENERAL DYNAMICS GENERAL ELECTRIC GENERAL MILLS GENERAL MOTORS GILEAD SCIENCES GLOBAL PAYMENTS **GOLDMAN SACHS** HALLIBURTON HCA HEALTHCARE HEWLETT PACKARD ENTERPRISE HILTON WORLDWIDE HOME DEPOT HONEYWELL HP HUMANA IBM ILLINOIS TOOL WORKS INGERSOLL-RAND INTEL INTERCONTINENTAL EXCHANGE INTUIT INTUITIVE SURGICAL IQVIA HOLDINGS JOHNSON & JOHNSON JOHNSON CONTROLS JPMORGAN CHASE KIMBERLY-CLARK **KINDER MORGAN** LAM RESEARCH LINDE PLC LOCKHEED MARTIN LOWE'S LYONDELLBASELL M&T BANK MARATHON PETROLEUM MARRIOTT INTERNATIONAL MARSH & MCLENNAN MASTERCARD MCDONALD'S

MCKESSON MEDTRONIC MERCK METLIFE MICROCHIP TECHNOLOGY MICRON TECHNOLOGY MICROSOFT MONDELE7 MONSTER BEVERAGE MOODY'S MORGAN STANLEY MOTOROLA SOLUTIONS NETFLIX NEXTERA ENERGY NIKF NORFOLK SOUTHERN NORTHERN TRUST NORTHROP GRUMMAN NVIDIA O'REILLY AUTOMOTIVE OCCIDENTAL PETROLEUM ONEOK ORACLE PACCAR PARKER-HANNIFIN PAYCHEX PAYPAI PEPSICO PFI7FR PHILIP MORRIS PHILLIPS 66 PIONEER NATURAL RESOURCES PNC FINANCIAL **PPG INDUSTRIES** PPI **PROCTER & GAMBLE** PROGRESSIVE PROLOGIS PRUDENTIAL FINANCIAL PUBLIC SERVICE ENTERPRISE GROUP PUBLIC STORAGE QUALCOMM RAYTHEON **REALTY INCOME** RED HAT REGENERON PHARMACEUTICALS ROCKWELL AUTOMATION **ROPER TECHNOLOGIES** ROSS STORES

S&P GLOBAL

SBA COMMUNICATIONS SCHI UMBERGER SEMPRA ENERGY SHERWIN-WILLIAMS SIMON PROPERTY SOUTHERN COMPANY SOUTHWEST AIRLINES STARBUCKS STATE STREET STRYKER SUNTRUST SYNCHRONY FINANCIAL SYSCO T-MOBILE T. ROWE PRICE TARGET TE CONNECTIVITY TEXAS INSTRUMENTS THERMO FISHER SCIENTIFIC TJX TRANSDIGM GROUP TRAVELERS COMPANIES TWITTER U.S. BANCORP UNION PACIFIC UNITED PARCEL SERVICE UNITED TECHNOLOGIES UNITEDHEALTH GROUP **V.F. CORPORATION** VALERO ENERGY VENTAS VERISK ANALYTICS VERIZON VERTEX PHARMACEUTICALS VISA WALGREENS BOOTS ALLIANCE WALMART WALT DISNEY WASTE MANAGEMENT WEC ENERGY WELLS FARGO WELLTOWER WILLIAMS COMPANIES WILLIS TOWERS WATSON XCEL ENERGY XILINX YUM! BRANDS ZIMMER BIOMET ZOETIS

# **2019 Transparency Criteria**

### PROXY STATEMENT

### **Accessibility**

- 1. The document is available in print PDF format
- 2. The document is available in an interactive format on the Investor Relations web page
- 3. The print version of the document uses a two-column page layout
- The SEC EDGAR version of the document uses a one-column page layout
- The top of each page in the print version indicates the relevant section and subsection
- 6. Every page footer includes the company name, document title, and year
- 7. The document includes a secondary color
- 8. The second page of the document is either the table of contents or a mission or values statement
- 9. Voting and general information is presented at the back of the proxy
- There is a proxy summary containing compensation and governance highlights
- 11. The proxy summary includes a table summarizing the proposals and the board's recommendation for each one
- 12. The CD&A starts with a dedicated table of contents
- At a minimum, the CD&A Executive Summary includes a table of the NEOs and business highlights

### | Accuracy

- 14. The cover includes the time, date and place of the annual meeting
- 15. The back cover includes substantive or useful information
- The Notice of annual meeting includes voting icons (mail, phone, internet)
- The letter from the Chairman or CEO (or combined role) includes company or governance highlights rather than just meeting information
- 18. There is a letter from the entire Board of Directors
- 19. There are at least two women on the board
- 20. Each director biography includes a photo
- Within each director biography, at least three items (tenure, age, and committee assignment(s)) are called out separately
- 22. The company mentions diversity as a priority, even if there isn't a formal Diversity Policy
- 23. The Board has a Sustainability Committee or mentions sustainability as part of the Board's responsibilities
- 24. Each director's attendance rate for committee meetings is disclosed
- 25. The attendance rate disclosed for the entire board is precise

- The document includes disclosure directly from the Nominating/ Corporate Governance Committee
- 27. Key governance changes or the Board's areas of focus are clearly outlined
- The board evaluation section discusses the results and, if warranted, the proposed remedies
- 29. The document discusses the implementation or monitoring of a succession plan
- 30. The document discusses director onboarding or continuing education
- 31. The document includes a link directly to the code of conduct
- 32. The company mentions its whistleblower policy
- 33. The company explains its approach to cybersecurity
- The letter from the Compensation Committee includes highlights about the compensation program
- 35. The document includes a "what we do/what we don't do" table
- The CD&A includes a discussion of each individual NEO's role and compensation
- The company discloses whether it has a clawback provision for executive compensation

### | Comparability

- At a minimum, the proxy includes a graphic summary of directors' ages and tenures
- **39**. The document includes a director skills matrix
- 40. The document includes a board committee matrix
- 41. The document includes a graphic showing the board evaluation process
- The document includes a section dedicated to CSR matters containing graphics or key figures that describe ESG highlights (diversity, gender parity, carbon emissions, etc.)
- Within the director compensation section, a graphic is included to show cash vs stock payment
- 44. The section on business performance highlights (in the CD&A or the proxy summary) incorporates at least two graphics
- The CD&A contains at least three graphics depicting compensation of the NEOs
- 46. Target and final results for the short-term incentive plan is presented in a comprehensive graphic or table
- **47.** Target and final results for the long-term incentive plan is presented in a comprehensive graphic or table

### **Availability**

48. There were at least 43 days between the filing and the annual meeting

### FORM 10-K

### **Accessibility**

- 49. The exhibit list is hyperlinked to each individual exhibit
- 50. The document is available in PDF print format
- 51. The Investor Relations website offers an interactive version of the Annual Report
- 52. There is a table of contents on page 2 with two levels (chapters and sub-sections) of detail
- The top of each page in the print version indicates the relevant section and subsection
- 54. Every page footer includes the company name, document title, and year
- 55. The document uses a two-column page layout
- 56. The document has an introductory section that highlights relevant and forward-looking information about the company
- 57. The document contains a Glossary of Terms or Key Word Index
- 58. The document includes a secondary color
- 59. Item 1 business summary contains a graphic to highlight the business
- 60. The tables throughout the document have titles
- 61. The Notes to Consolidated Financial Statements have a dedicated table of contents

### **Accuracy**

62. Within Item 1, the document provides a direct link to the website hosting all of the company's SEC filings

- 63. The "Risk Factors" section has a short introduction
- 64. The company identifies at least ten risks
- 65. The company discusses whether cybersecurity is a major risk
- 66. The segments in the Business Overview are an exact match to the segments discussed in the MD&A
- 67. The company mentions how it recognizes revenue
- 68. Executive compensation information is incorporated by reference to the Compensation Discussion & Analysis section of the proxy statement
- **69.** Corporate governance information is incorporated by reference to the Governance section of the proxy statement

### **Comparability**

- 70. The document should follow a logical structure
- **71.** Each section of the report is labeled with the appropriate name from the regulations (i.e., "Risk Factors," "Management Discussion and Analysis," etc.)
- The MD&A contains a graphic to highlight company outlook or strategy
- **73.** Financial statements should show information for the current year in the far left column

### **Availability**

74. There were no more than 57 days between the filing and the fiscal yearend

### INVESTOR RELATIONS WEBSITE

### **Accessibility**

- 75. The homepage of the corporate website should include "Investors" or "Investor Relations" with other prominent level one headings
- 76. The Investor Relations search engine should be quick and accurate
- 77. The IR home page should have a menu offering direct access to subsections
- **78.** Sustainable development or Sustainability section clearly identified and accessible on the website
- 79. The IR home page should have an "Annual Report/Proxy Statement" or "Annual Meeting" section leading to information that is complete and up to date
- The "contact" page offers an option to send an email to investor relations
- 81. Readers can access the 10-K or Proxy from the IR home page in three (or fewer) clicks
- 82. The IR site offers easy and public access to the annual meeting webcast or transcript
- 83. The IR site offers an option to register for email alerts
- 84. Direct access by a search engine to the current year's Annual Report
- 85. Direct access by a search engine to the current year's Proxy Statement

#### **Accuracy**

- 86. Readers can easily access the last five Annual Reports from the "SEC Filings" or a dedicated "Annual Reports" section
- 87. The IR site offers quick access to the company's current bylaws
- The IR site offers quick access to the company's code of ethics or code of business conduct

### | Comparability

- 89. Easy access, using the company website's search engine, to information related to "ethics," "strategy," and "sustainability"
- 90. The IR home page has a section called "SEC Filings"
- 91. The IR home page has a section called "Corporate Governance"
- 92. The IR home page should also have, at a minimum, links to sections called "Events and Presentations," "stock information," and "contact or FAQ"

### **Availability**

93. A dedicated website for the Annual Meeting, which includes all materials needed for the AGM



### ABOUT LABRADOR

After 8 years in the US and two decades in Europe, Labrador's mission remains the same. We design and publish reader-centric documents which generate trust with shareholders, reinforcing their investment decisions. Focusing exclusively on corporate disclosure documents, and with 300 clients worldwide, we have a unique insight into industry trends and best practices, and award-winning innovation and initiatives.

### CONTACT

### LABRADOR ADVISORY SERVICES

transparency@labrador-company.com 404-688-3584

www.labrador-company.com