



IHS Markit™

Corporate Philanthropy Policy

Revision Date: October 2019

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Introduction

IHS Markit partners with not-for-profit charities and causes by investing in our communities through financial and in-kind donations including volunteerism, product and pro bono services, and providing tangible assets like furniture, medicine, food and clothing. We are dedicated to advancing education with a priority on STEM, practicing environmental stewardship, and improving the health and wellness of our communities.

Our employees share a common mission to promote the welfare of others, be socially responsible and have a positive impact in society. Corporate philanthropy gives every employee the power to impact their community in a meaningful way and inspire employees to work for the causes they are passionate about.

Learn more about our corporate sustainability program on ihsmarkit.com.

Our focus areas

Our goal is to drive employee engagement through charitable giving in three areas that are most meaningful to our business.

Improving health and wellness

We are strong believers in a healthy global community. Our work in our communities promoting health and wellness ensures both our employees and our communities can succeed.

- Programs and activities promoting the physical and social well-being of our communities, including mental health, wellness and prevention of illnesses
- Contribute to a workplace and society that is characterized by inclusiveness
- Provide disaster relief in locations where IHS Markit employees live and work

Examples: 1) employees participate in health and disease prevention by raising funds for cancer research 2) employees collect food, clothes, and medical supplies or donate blood 3) employees winterize homes for elderly tenants 4) employees launch HeForShe or PRIDE program in their office space 5) employee provides pro-bono skills to charity linked to health and wellness

Advancing education (prioritizing STEM)

As a global leader in information, our work relies primarily upon science, technology, engineering and math (STEM) education. We encourage STEM education to ensure the long-term sustainability of our company and our industry, particularly for women or any other underrepresented population.

- Support educational programs in the areas of science, technology, engineering, and math
- Ensure equal access to educational opportunities
- Provide training, life skills and opportunities for advancement to society, especially youth and those in under-served populations

Examples: 1) employees support mentoring in STEM or literacy program 2) employees provide books and school supplies 3) employee provides pro-bono skills to charity linked to advancing education

Environmental stewardship

Environmental stewardship at IHS Markit includes efforts to minimize our environmental impact from our operations and in our communities. We support charities and not-for profit causes that have a focus on improving our environment and the long-term sustainability of our planet.

- Contribute to the protection of the environment or implement programs that encourage responsible management of natural resources

Examples: 1) employees clean up a local beach or park 2) employees plant trees 3) employee provides pro-bono skills to charity linked to environmental stewardship

Supporting charitable and not-for-profit causes

IHS Markit supports charitable and not-for-profit causes through seven principle ways:

- **Volunteering** - Employees donate their time for the common good and benefit of the community. Community encompasses both local and global community. Volunteer hours are reported annually as part of our annual volunteer goal.
- **Corporate donations** - Corporate commitments and sponsorships. The partnership with these not-for-profits is typically jointly managed by office of the CEO and corporate sustainability. Corporate donations are reported annually as part of our total philanthropy spend. We optimize our charitable cash donations by requiring that at least 70% of our corporate donations go back into the community.
- **Customer focused charitable support** - Scholarships, sponsorships and other customer related charitable commitments. These donations are managed and approved by business lines and reported to corporate sustainability at the end of each year. Customer focused charitable support is reported annually as part of our total philanthropy spend.
- **Global engagement campaigns** - Employees work together with other office teams and contribute their time, donations and services to a cause. Global campaigns expand the reach of our efforts, while strengthening employee relationships and building strong global partnerships. Volunteer hours and donations from global campaigns are reported annually as part of our annual volunteer goal and total philanthropy spend.
- **Office engagement campaigns** - Office employees work together and contribute their time, donations and services in the community. These campaigns focus much needed resources into smaller, locally effective charities and not-for-profits, who directly impact the health of the local community. Volunteer hours and donations from office campaigns are reported annually as part of our annual volunteer goal and total philanthropy spend.
- **Disaster relief at affected office locations** - IHS Markit provides disaster relief to affected areas when our offices operations, employees, and their community are impacted. Donations come from volunteering, in-kind donations and corporate donations, including corporate matching of fundraising activities. In certain situations, we offer recovery assistance directly to impacted employees. Volunteer hours and donations from disaster relief are reported annually as part of our annual volunteer goal and total philanthropy spend.

Important: Philanthropy may not be used to support organizations that discriminate based on creed, race, color, national origin, religion, age, disability, sex, gender (including pregnancy), gender identity or expression, sexual orientation, or any other legally protected classification.

Types of donations

There are three main donation methods in which IHS Markit donates to charities and not-for profit causes, each with specific guidelines to ensure that IHS Markit and our employees are acting in the most responsible manner and in compliance with the IHS Markit Business Code of Conduct. These are:

- **Cash donations** - monetary donations from our corporate sustainability philanthropy budget, business line budgets, or office level budgets or as a result of employee fundraising activities
- **In-kind donations** - charitable giving in which, tangible goods and services are given (instead of giving money to buy needed goods and services). Examples include: 1) providing clothing, food, medical supplies or donating blood 2) pro bono services such as building a website or providing accounting skills to a charity
- **Volunteering** - is the commitment of employee time for the benefit of society

Processing cash donations

All IHS Markit payments to charitable and not-for-profit causes must be processed in compliance with existing:

- Expenditure Approval Process (EAP)
- Vendor Management policies and practices
- Accounts Payable policies and practices
- IHS Markit Travel and Entertainment Policy

All IHS Markit payments to charity and not-for-profit causes should be processed as an invoice and **will not** be approved through Travel and Entertainment (Expense) reports. Any exceptions to the cash donation guidance set forth above will be rare and considered on a case-by-case basis by the office of the CEO.

There are four ways in which cash donations can be obtained:

1. Requesting funds from our corporate philanthropy budget
2. Customer focused charitable support managed by business lines
3. Office level engagement budget (Managed by site leader)
4. Employee fundraising activities

Requesting funds from our corporate philanthropy budget

Our corporate philanthropy program supports charities (and causes) at office locations that demonstrate a high level of employee engagement with the charity receiving the donation.

Charity or cause requirements:

- Be a non-profit, charitable organization or cause

- 70% or higher of our total donation will be applied towards actual charity activity (30% or less of our donation applies to the organization's administrative costs). This data can be requested from the charity or not-for-profit cause
- Employee/office requirements:
- High level of employee engagement with charity or cause demonstrated by prior fundraising, in-kind donations or volunteering (in the last 12 months)

Scoring methodology for corporate philanthropy requests (see [Appendix](#))

Declined submissions

We are not able to fund every submission that we receive. However, we will provide each declined submission with:

- Reason for the declined submission
- Summary of strengths and weaknesses of submission

Additionally, the members of the sustainability team are available to discuss with you what obstacles need to be overcome to obtain potential future funding. Any questions regarding submissions should be directed to sustainability@ihsmarkit.com.

Customer focused charitable support (business line support)

Scholarships, sponsorships, charity sporting or golf tournaments, tables at fundraisers and other customer related commitments should be managed and paid by each business line but are subject to the all policy and payment terms outlined in this document for cash donations.

Office level engagement budget

Each site has a budget allocated for local office engagement. This budget is managed by the site leader for each location. Activities that support local engagement can be funded from this budget, including but not limited to sustainability activities (t-shirts, supplies for events, logistical costs such as transportation), diversity and inclusion activities, and local celebrations.

Employee fundraising and in-kind donations

Employee fundraising and in-kind donations are recognized as integral to having strong long-term partnerships with charities and not-for-profit causes. All in-kind donations should be reported to the local Sustainability Champion so they may report to the Sustainability team and can be included in year-end reporting. Any questions regarding the administration of local fundraising programs should be directed to sustainability@ihsmarkit.com.

Volunteering

IHS Markit encourages employees to participate in volunteer activities by providing 3 days of paid time off for volunteering. Employees may use the volunteering benefit to contribute their time and

talents to recognized charities, causes or not-for-profit organizations, making a positive difference in their communities. Please see the [IHS Markit Volunteering Policy](#) for more information.

Exclusions

- The guidance provided in this policy will not cover every possibility, special need or opportunity that may arise, to which IHS Markit chooses to make a donation. However, all donations to any cause will be made in compliance with the IHS Markit Business Code of Conduct. Generally, IHS Markit will not make financial contributions to benefit:
- Political or religious activities
- Sporting leagues, youth or adult sports teams, clubs, golf tournaments or similar one-off events, unless supporting a non-profit organization
- School districts, individual students, alumni associations, school or parent organizations and activities
- For profit hospitals and individual for profit hospice and similar programs
- Neighborhood associations
- Individuals and their personal fundraising efforts

Resources and contact information

Questions concerning this policy should be directed to Sustainability@ihsmarkit.com.

Document Management:

Policy Name	IHS Markit Corporate Philanthropy Policy
Policy Owner	Corporate Sustainability
Applies To	All employees
Effective Date	December 2018
Related Documents	IHS Markit Business Code of Conduct; IHS Markit Travel and Entertainment Policy; IHS Markit Volunteering Policy
Approved By	SVP, Chief of Staff
Supersedes	Corporate Philanthropy Policy [December 2018]
Date policy was revised	October 2019

Appendix

Scoring method for philanthropy requests

To drive and reward high levels of office engagement and ensure that distribution of philanthropy is fair and objective, all submissions are scored using these criteria:

- Employee volunteer hours contributed by the office towards the charity or cause (in the last 12 months)
 - Including the percentage of employees volunteering (number of unique employees that volunteered normalized by the total number of employees in the office (#volunteers/employee))
- Sum of direct cash and estimated monetary value of in-kind donations (in \$US) from office fundraising efforts that are contributed towards the charity or cause (in the last 12 months).
 - Including direct cash and monetary value of in-kind donations normalized by the total number of employees in the office (\$US/employee)

Scoring is based on the sum of the 4 criteria shown below:

Criteria	1. Volunteering for one charity or cause	2. Office volunteering participation for one charity or cause (normalized)	3. Funds and in-kind donations* raised for one charity or cause	4. Funds and in-kind donations* raised for one charity or cause (normalized)
Score	volunteer hours	#volunteers/office headcount (%)	US\$	US\$/office headcount
1	24 - 80	≥1	50 - 100	5 - 10
2	81 - 200	5 - 10	101 - 200	11 - 15
3	201 - 319	11 - 15	201 - 400	16 - 25
4	320 - 480	16 - 24	401 - 800	26 - 35
5	481 - 719	25 - 35	801 - 1,500	36 - 45
6	720 - 960	36 - 45	1,501 - 2,500	46 - 60
7	961 - 1,200	46 - 55	2,501 - 4,500	61 - 80
8	1,201 - 1,600	56 - 70	4,501 - 10,000	81 - 130
9	1,601 - 2,000	71 - 85	10,001 - 20,000	131 - 200
10	≥2,000	86 - 100	≥20,000	≥200

*estimated monetary value of in-kind donations such as clothing, food, electronics and household goods, etc.

Each submission is then given a total score based on the sum of the four criteria, giving us a **total engagement score**. An application must have a **minimum total engagement score of 10** to be considered for corporate funding.

Example calculation of total engagement score:

Engagement with charity or cause in the last 12 months for an office of 60 employees:

- Criterion 1 - office contributed **480** volunteer hours = *4 points*
- Criterion 2 - **60** employees from your office volunteered out of **400** total employees ($60/400=15\%$ office participation rate) = *3 points*
- Criterion 3 - **US\$600** money and **US\$2,500** of in-kind donations (estimated monetary value of any clothing, electronics and household goods) was raised for the charity/cause - total of **US\$3,100** = *7 points*
- Criterion 4 - total of US\$3,100/60 employees = **US\$52/employee** = *5 points*

The total engagement score is **19 (4+3+7+5)** and this request would be considered for corporate funding. The actual donation made by IHS Markit is correlated to the total engagement score.

Generally, US\$100 will be awarded for each point scored.