

回答ダッシュボード ユーザーガイド

アカウントのアクティベート・回答の開始

2021年4月



目次

- ▼回答準備
- ▼参考資料・FAQs
- ▼アカウント作成
- ▼回答ダッシュボード
- ▼ユーザー権限
- ▼回答を開始

回答準備

回答準備

始める前に:

- ▼ ポップアップブロックを解除
- ▼ @cdp.netからのメール受信許可設定

アクセス方法:

- ▼ CDPからの回答要請メールにあるリンクへアクセス
- ▼ アカウント登録/サインイン
- ▼ メールが届かない場合：
CDPジャパン事務局 japan@cdp.net
までお問合せください

エラーの場合は:

1. ORS、ダッシュボードページからサインアウト
2. ブラウザを再読み込みし、サインイン
3. 問題の詳細とエラー画面キャプチャを添えて
japan@cdp.netまでお問合せください

参考資料 · FAQs

参考資料

ガイダンスページへアクセスするには



CDP
DISCLOSURE INSIGHT ACTION

About us Our work Why disclose? Become a member Data and insights

Guidance & questionnaires Contact Regional websites Language

Search Sign in

We focus investors, companies and cities on taking urgent action to build a truly sustainable economy by measuring and understanding their environmental impact

Jump to...

- Highlights
- News and events
- Stay up to date
- Where we work
- Search responses

CDP is a not-for-profit charity that runs the global disclosure system for [investors, companies, cities, states and regions](#) to manage their environmental impacts. Over the past 20 years we have created a system that has resulted in unparalleled engagement on environmental issues worldwide. [Find out more about how we work.](#)

Highlights

参考資料

ガイダンスページへアクセスするには



The screenshot shows the CDP website's 'Guidance' page. At the top left is the CDP logo. The navigation menu includes 'About us', 'Our work', 'Why disclose?', 'Become a member', and 'Data and insights'. On the right, there are links for 'More...', a search icon, a user profile icon, and 'Sign in'. Below the navigation, the breadcrumb 'Home > Guidance' is visible. The main content area contains several paragraphs of text explaining the disclosure process and providing links to guidance documentation, webinars, and workshops. A red circle highlights the 'Guidance' link in the right-hand sidebar menu. Below the main text, there is a box containing information about the Online Response System (ORS) and a date-specific notice for companies. At the bottom, a section titled 'See the latest CDP guidance documentation and questionnaires' features three red buttons: 'For cities', 'For companies', and 'For states & regions'. The 'For companies' button is circled in red, and a red arrow points from it to the 'Guidance' link in the sidebar. Below this section is a link to 'See our frequently asked questions'.

参考資料

FAQsページ (英語のみ)



CDP's guidance documents provide an overview of question pathways as well as details on what information to provide. Once you have registered and activated your questionnaire we can guide you on the format required and where to find tools or further information to construct your answers.

The **Online Response System (ORS)** is now open for companies, states and regions as well as the CDP-ICLEI Unified Reporting System for cities for 2021 disclosure. Please [sign in](#) to access your response.

[14th April 2021] For companies: you will receive an email confirmation in the coming days. If you already have a CDP account, you can [log in](#) and activate your questionnaire(s) now.

Navigation: About us, Our work, Why disclose?, Become a member, Data and insights, More..., Search, Sign in

Jump to...
Guidance
FAQs

See the latest CDP guidance documentation and questionnaire

For cities >>> For companies >>> For states & regions >>>

See our frequently asked questions

Cities FAQs > Companies FAQs >>> States & regions FAQs (PDF) >>>

CDP Disclosure Insight Action

Navigation: Guidance & questionnaires, Contact, Regional websites, Language, Search, Sign in

Frequently asked questions

Home > Why disclose as a company > How to disclose as a company > FAQs for companies

The **Online Response System (ORS)** is now open for companies for 2021 disclosure. Please [sign in](#) to access your response.

[14th April 2021] For companies: you will receive an email confirmation in the coming days. If you already have a CDP account, you can [log in](#) and activate your questionnaire(s) now.

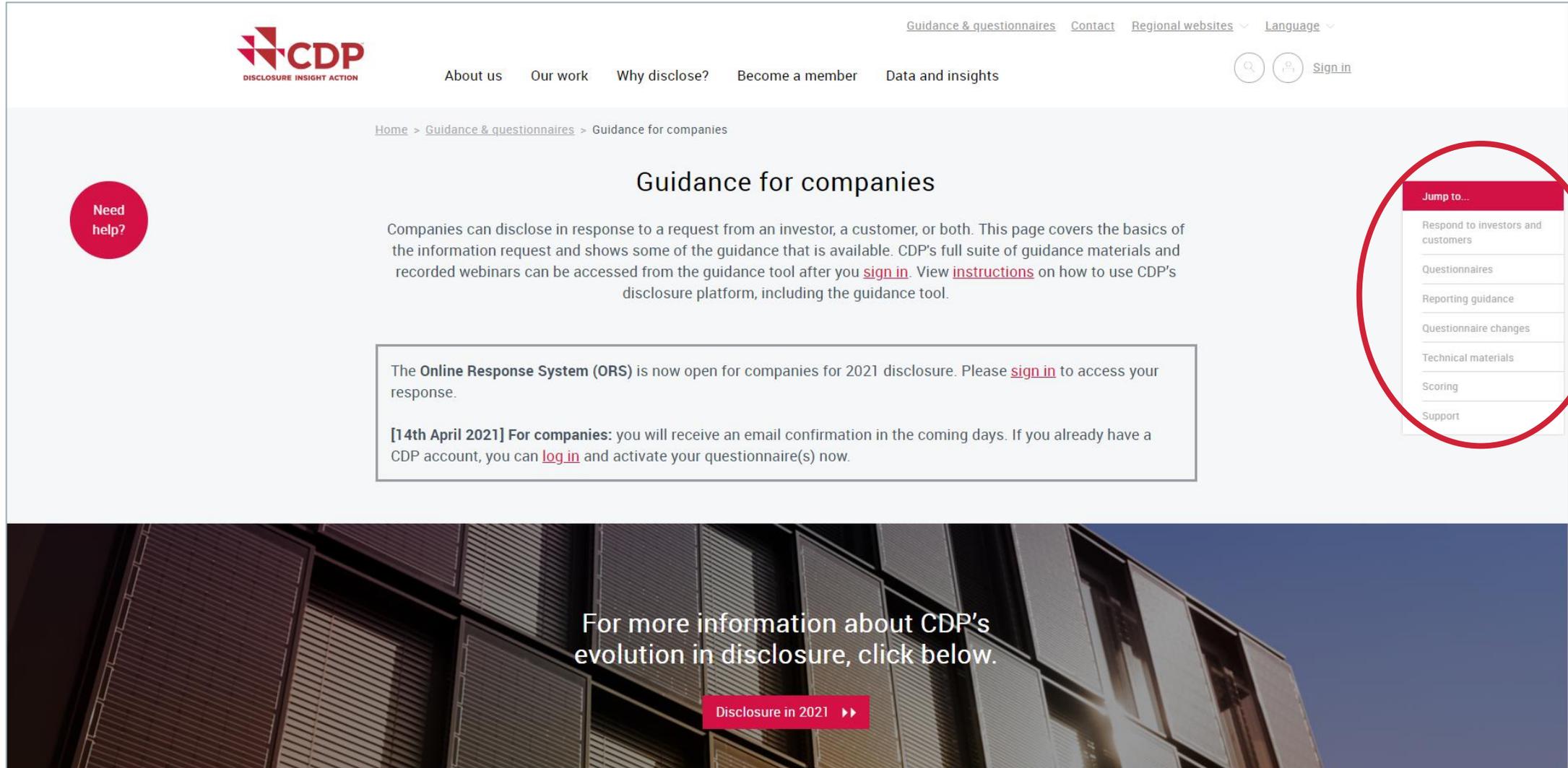
The CDP request

1. [Who is requesting my environmental data via CDP?](#)
2. [What information am I being asked to disclose?](#)
3. [Why should I disclose via CDP?](#)
4. [I have not been requested to respond. Can I disclose through CDP?](#)
5. [What is the CDP Activity Classification System \(CDP-ACS\) and how is it used to allocate sector-specific questions?](#)

Disclosure Cycle & Using the CDP systems

参考資料

企業向けガイダンスページ



Guidance & questionnaires Contact Regional websites Language

CDP DISCLOSURE INSIGHT ACTION

About us Our work Why disclose? Become a member Data and insights

Search Sign in

Home > Guidance & questionnaires > Guidance for companies

Guidance for companies

Companies can disclose in response to a request from an investor, a customer, or both. This page covers the basics of the information request and shows some of the guidance that is available. CDP's full suite of guidance materials and recorded webinars can be accessed from the guidance tool after you [sign in](#). View [instructions](#) on how to use CDP's disclosure platform, including the guidance tool.

The **Online Response System (ORS)** is now open for companies for 2021 disclosure. Please [sign in](#) to access your response.

[14th April 2021] For companies: you will receive an email confirmation in the coming days. If you already have a CDP account, you can [log in](#) and activate your questionnaire(s) now.

Jump to...

- Respond to investors and customers
- Questionnaires
- Reporting guidance
- Questionnaire changes
- Technical materials
- Scoring
- Support

Need help?

For more information about CDP's evolution in disclosure, click below.

Disclosure in 2021 >>

ガイダンス資料

CDP 2021 質問書

CDP questionnaires 2021

 <p>Climate change Climate change questionnaire for companies disclosing to the 2021 request.</p>	 <p>Forests Forests questionnaire for companies disclosing to the 2021 request.</p>	 <p>Water security Water security questionnaire for companies disclosing to the 2021 request.</p>
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Jump to...

- Respond to investors and customers
- Questionnaires**
- Reporting guidance
- Questionnaire changes
- Technical materials
- Scoring
- Support

参考資料

回答ガイダンス

CDP reporting guidance 2021



Climate change

Reporting guidance for companies disclosing to the 2021 climate change request.



Forests

Reporting guidance for companies disclosing to the 2021 forests request.



Water security

Reporting guidance for companies disclosing to the 2021 water security request.

Jump to...

Respond to investors and customers

Questionnaires

Reporting guidance

Questionnaire changes

Technical materials

Scoring

Support

参考資料

質問書の変更点

CDP questionnaire changes 2020-2021



Climate change

A map of the relationship between questions in the 2020 climate change questionnaire and the 2021 climate change questionnaire.



Forests

A map of the relationship between questions in the 2020 forests questionnaire and the 2021 forests questionnaire.



Water security

A map of the relationship between questions in the 2020 water security questionnaire and the 2021 water security questionnaire.

Jump to...

Respond to investors and customers

Questionnaires

Reporting guidance

Questionnaire changes

Technical materials

Scoring

Support

参考資料

CDP テクニカルノート

Key CDP technical materials

		
<p>CDP technical note – Financial Services Sector</p> <p>Guidance for banks, asset owners, asset managers and insurers on methodologies for calculating the portfolio impact metrics requested by CDP.</p>	<p>CDP technical note – TCFD</p> <p>An introduction to the TCFD, why CDP has committed to aligning its platform, and how to disclose the TCFD's recommendations.</p>	<p>Linking GRI and CDP – water security 2018</p> <p>Provides detailed alignment of the GRI 303: Water and Effluents 2018 and CDP water security 2018. Remains relevant for CDP water security 2021.</p>

Jump to...

- Respond to investors and customers
- Questionnaires
- Reporting guidance
- Questionnaire changes
- Technical materials**
- Scoring
- Support

Sign in to access additional guidance materials from the guidance tool

ガイダンス資料

スコアリング基準

CDP scoring methodologies

CDP uses the scoring methodologies to incentivize companies to measure and manage environmental impacts through participation in CDP's climate change, forests, and water security questionnaires. Each of CDP's questionnaires has an individual scoring methodology.

Maintaining CDP's reputation as an independent and unbiased provider of high quality information is of paramount importance. [Read our policy on conflicts of interest for more information.](#)

The scoring of CDP's questionnaires is conducted by accredited scoring partners trained by CDP. CDP's internal scoring team coordinate and collate all scores and run data quality checks and quality assurance processes to ensure that scoring standards are aligned between samples and scoring partners.



Climate change

Full version scoring methodology for companies disclosing to the 2021 climate change request



Forests

Full version scoring methodology for companies disclosing to the 2021 forests request



Water security

Full version scoring methodology for companies disclosing to the 2021 water security request



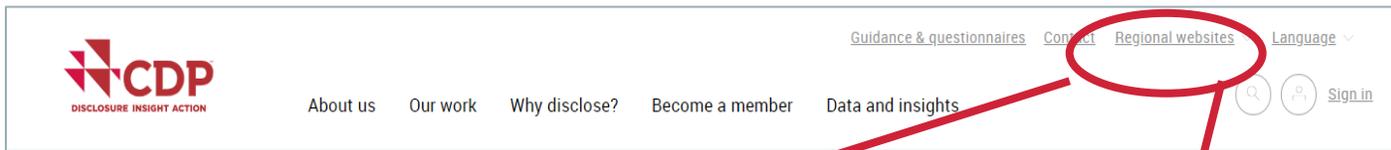
Scoring Introduction

An introduction to how scoring is applied to all of CDP questionnaires.

- Jump to...
- Respond to investors and customers
- Questionnaires
- Reporting guidance
- Questionnaire changes
- Technical materials
- Scoring
- Support

ガイダンス資料

日本語サポート資料

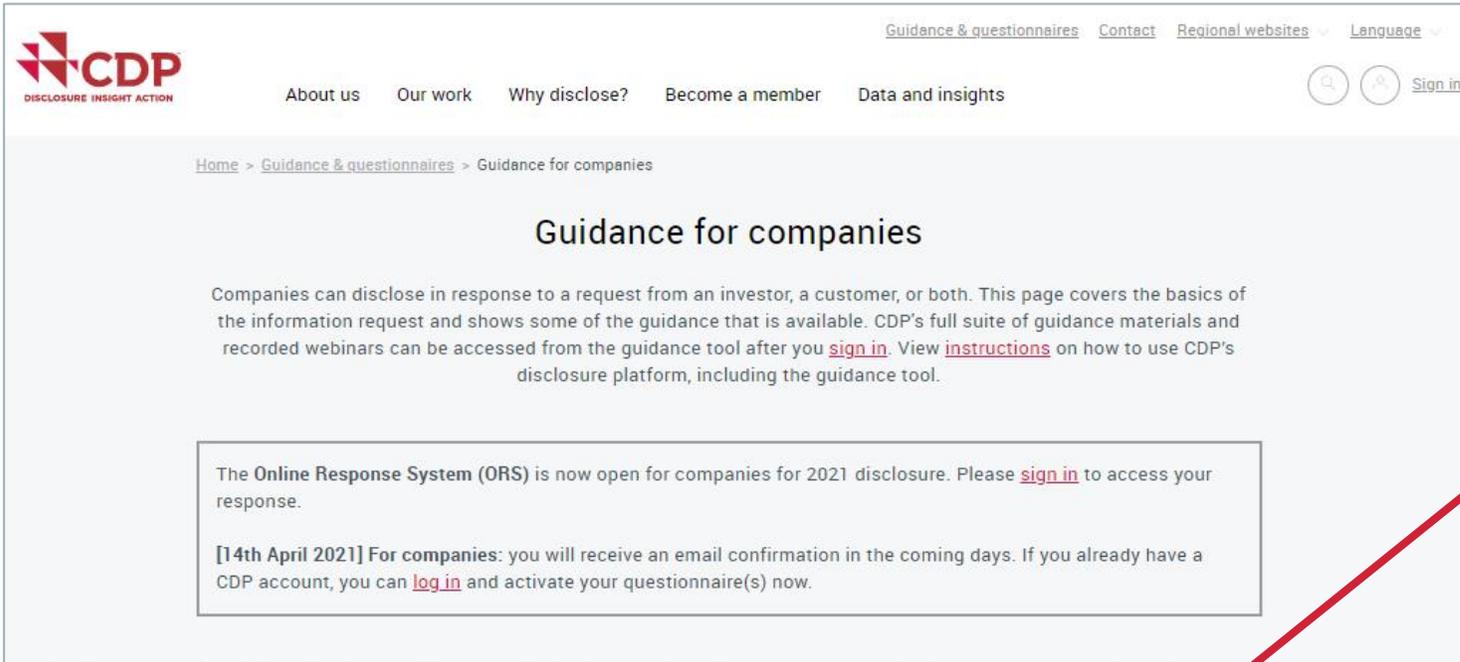


CDPジャパンウェブサイト（日本語ページ）
<https://japan.cdp.net/>



ガイダンス資料

2021年開示サイクルにおけるタイムラインとお知らせ



Guidance & questionnaires Contact Regional websites Language

About us Our work Why disclose? Become a member Data and insights Sign in

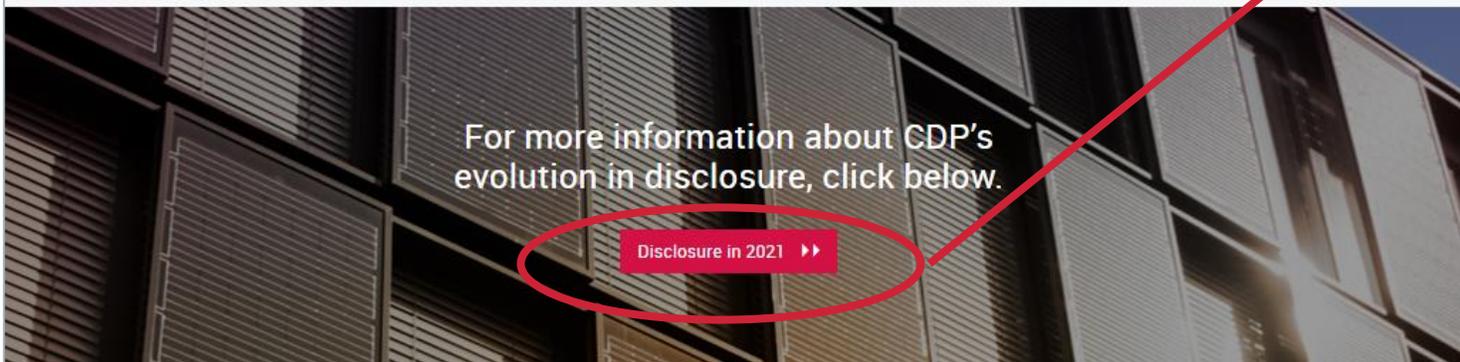
Home > Guidance & questionnaires > Guidance for companies

Guidance for companies

Companies can disclose in response to a request from an investor, a customer, or both. This page covers the basics of the information request and shows some of the guidance that is available. CDP's full suite of guidance materials and recorded webinars can be accessed from the guidance tool after you [sign in](#). View [instructions](#) on how to use CDP's disclosure platform, including the guidance tool.

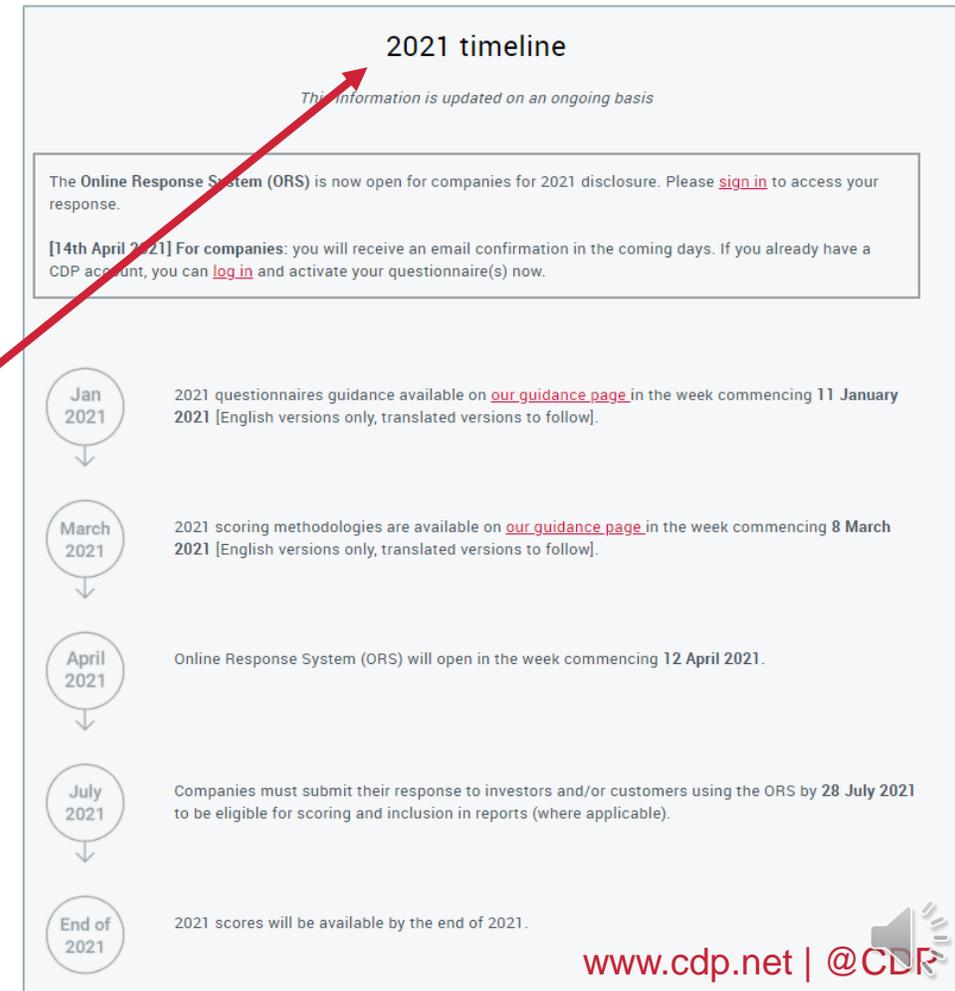
The Online Response System (ORS) is now open for companies for 2021 disclosure. Please [sign in](#) to access your response.

[14th April 2021] For companies: you will receive an email confirmation in the coming days. If you already have a CDP account, you can [log in](#) and activate your questionnaire(s) now.



For more information about CDP's evolution in disclosure, click below.

Disclosure in 2021 >>



2021 timeline

This information is updated on an ongoing basis

The Online Response System (ORS) is now open for companies for 2021 disclosure. Please [sign in](#) to access your response.

[14th April 2021] For companies: you will receive an email confirmation in the coming days. If you already have a CDP account, you can [log in](#) and activate your questionnaire(s) now.

- Jan 2021: 2021 questionnaires guidance available on [our guidance page](#) in the week commencing 11 January 2021 [English versions only, translated versions to follow].
- March 2021: 2021 scoring methodologies are available on [our guidance page](#) in the week commencing 8 March 2021 [English versions only, translated versions to follow].
- April 2021: Online Response System (ORS) will open in the week commencing 12 April 2021.
- July 2021: Companies must submit their response to investors and/or customers using the ORS by 28 July 2021 to be eligible for scoring and inclusion in reports (where applicable).
- End of 2021: 2021 scores will be available by the end of 2021.

www.cdp.net | @CDP

ガイダンス資料

ダッシュボードからガイダンスツールへのアクセス



The screenshot shows the CDP Corporate Dashboard. At the top right, there is a navigation bar with links for 'Guidance & questionnaires', 'Contact', 'Language', 'Location', and 'Account menu'. A user profile icon labeled 'cT' is circled in red. Below the navigation bar, the main content area displays a message about the 'Online Response System now open for 2021'. On the right side, a dark grey dropdown menu is open, listing options: 'My account', 'Response dashboard', 'Organization details', 'Primary Activity', 'Guidance tool' (circled in red with a red arrow pointing to it), and 'Sign out'. Below this menu, there are links for 'Announcements', 'Access my data', and 'Search'.

回答ダッシュボード

ガイダンスツールの検索・閲覧

Guidance tool

To search for guidance in languages other than English, please use the language drop-down at the top right of your screen, and the category 'Translations'. For guidance in Russian and Korean, use the category 'Translations' whilst the page is set to the language English.

Questionnaire Category

Keyword

Search

Title	Programs	Categories
2018 Cities Scoring Feedback	Cities 2018	Resources
2018 climate change minimum version scoring methodology	Climate Change 2018, Supply Chain 2018	Scoring, Minimum Version

- My account
- Response dashboard
- Organization details
- Primary Activity
- Guidance tool**
- Sign out

アカウント作成



アカウント作成

CDPから受信したメールからある登録リンクを利用してサインイン



Subject: CDP 2021 | オンライン回答システム (ORS) のご案内 TEST ACCOUNT Ltd. 様への環境情報開示要請

Test Contact様、

平素よりCDPの活動にご高配を賜り、誠にありがとうございます。

以下に記載するステークホルダーの要請により、2021年CDP質問書を通じた御社TEST ACCOUNT Ltd.の環境情報開示をお願い申し上げます。

ご回答は、CDPのオンライン回答システム (ORS) よりご提出ください。

[サインイン](#) をクリックして御社のダッシュボードにアクセスの上、質問書への回答をご入力ください。尚、今後回答期限までの期間中、定期的に御社の進捗状況をご案内致します。

CDP2021質問書回答要請の概要

御社に対してステークホルダーより回答要請のあった質問書は以下の通りです。

質問書	投資家要請質問書	サプライチェーン質問書 (顧客企業からの回答要請)
気候変動	✓	590以上の投資家 (総運用資産額110兆米ドル)
フォレスト	✓	Keurig Dr Pepper, PepsiCo, Inc.
水セキュリティ	×	✓ NHS England and NHS Improvement
		×

回答要請質問書

回答要請ステークホルダーの一覧は、CDPポータルダッシュボードページにて閲覧可能です。顧客企業からの回答要請については、今後変更の可能性があり、変更があった場合には、5月中旬頃に別途ご案内いたします。

CDPを通じた開示～2021開示サイクル～

質問書への回答は、CDPのORSを通じて2021年7月28日までに提出する必要があります。

回答を「非公開」とすることも可能です。開示オプションの詳細 (初回答企業様への案内含む)、スコアリングの要件、スケジュール、その他最新情報は [How to disclose](#) (英語)、[Frequently Asked Questions](#) (英語) のウェブサイトページをご確認ください。ユーザー登録・回答ダッシュボード・ORS使用方法については、[開示サポート](#) (日本語)、[Using CDP's Disclosure Platform](#) (英語) のウェブサイトページをご覧ください。

尚、投資家及び顧客企業 (サプライチェーンメンバー) に対する規約は [CDP website](#) (英語) をご確認ください。

詳細は下記 [詳細のご案内・便利なリンク集](#) 及び御社のダッシュボードをご確認ください。

アカウント作成

CDPアカウント新規作成



Welcome

Register and join thousands of companies, investors, governments and organizations already discovering invaluable insights from CDP data. Use it to compare companies, enhance corporate engagement, strengthen analysis and gain policy insights. Enter your details for instant access.

Already a CDP user? [Login](#)

your_email@cdp.test ✓

Your Company Inc.

Not your email and organization? Please contact your CDP account manager or email respond@cdp.net.

Your First Name

Your Last Name

Please provide a password

New password Show

Confirm password Show

type the letters you see:

IAY Q

Reload

Registering confirms you agree to [CDP's Terms & Conditions](#) and have read and understood [CDP's Privacy Policy](#)

Register

パスワードを設定

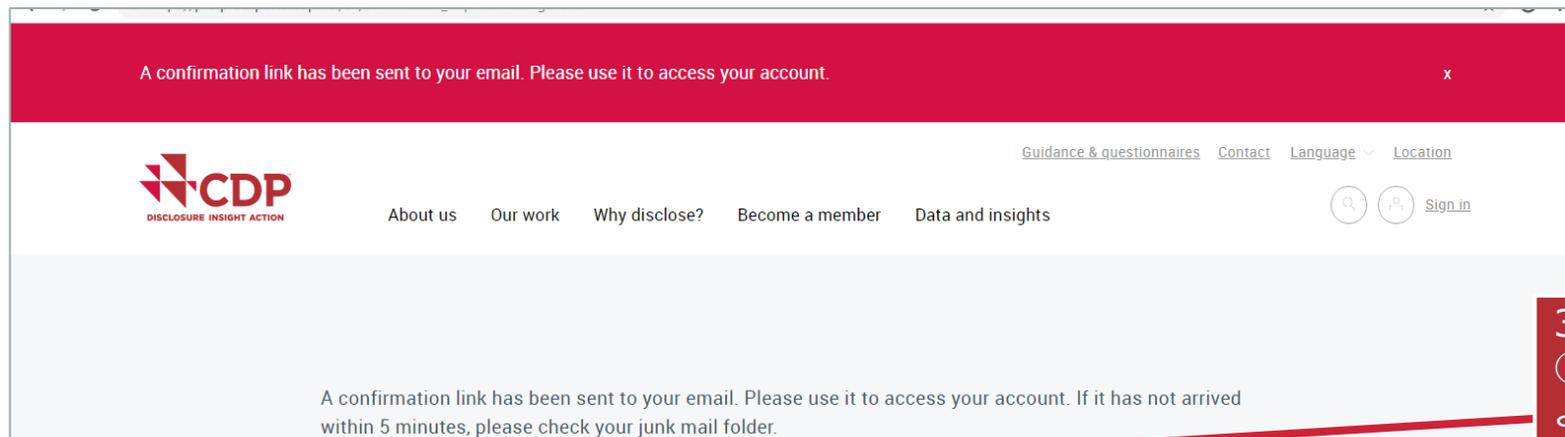
画像に表示される
英数字を入力

✓を入れる

「登録」をクリック

アカウント作成

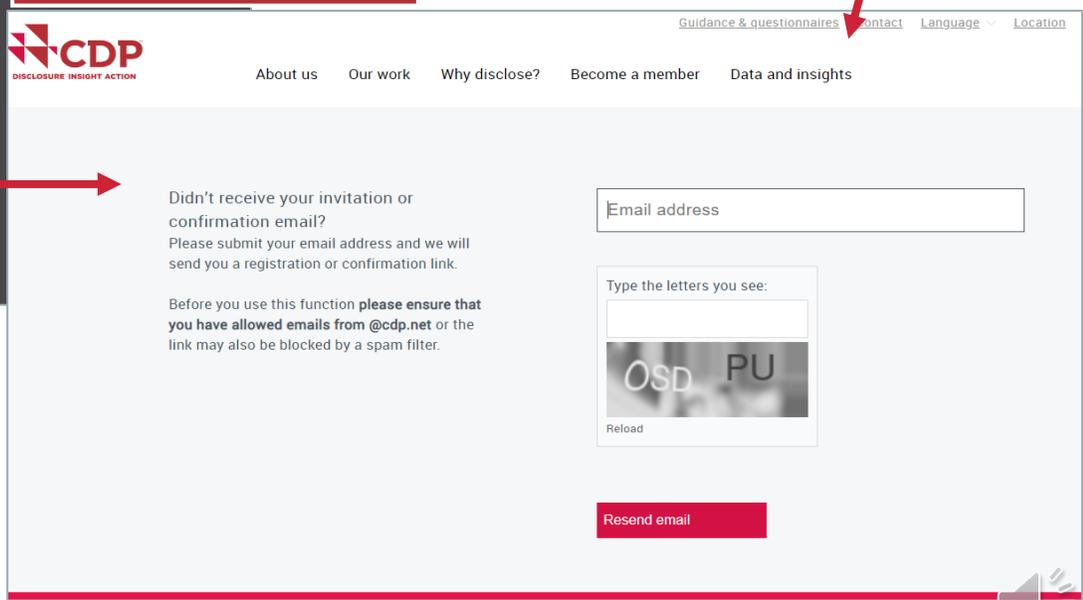
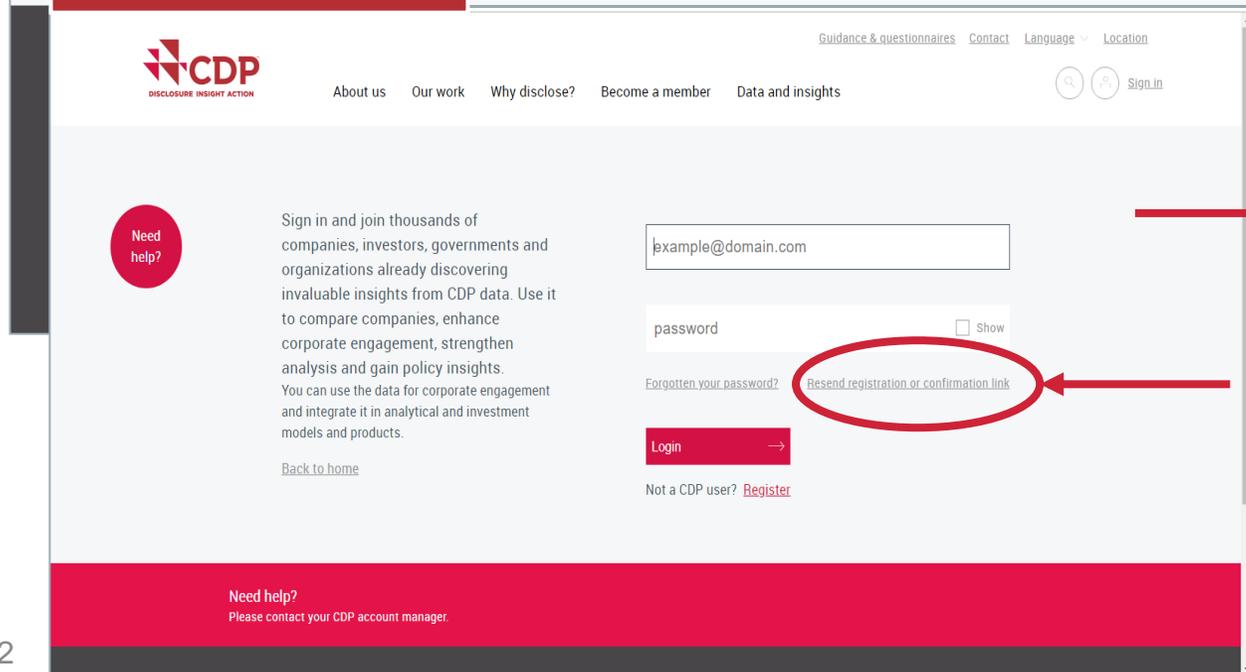
登録確認リンク



30分経っても届かない場合：
①サインインページもしくは②メール再送リンクより再度メールを送付

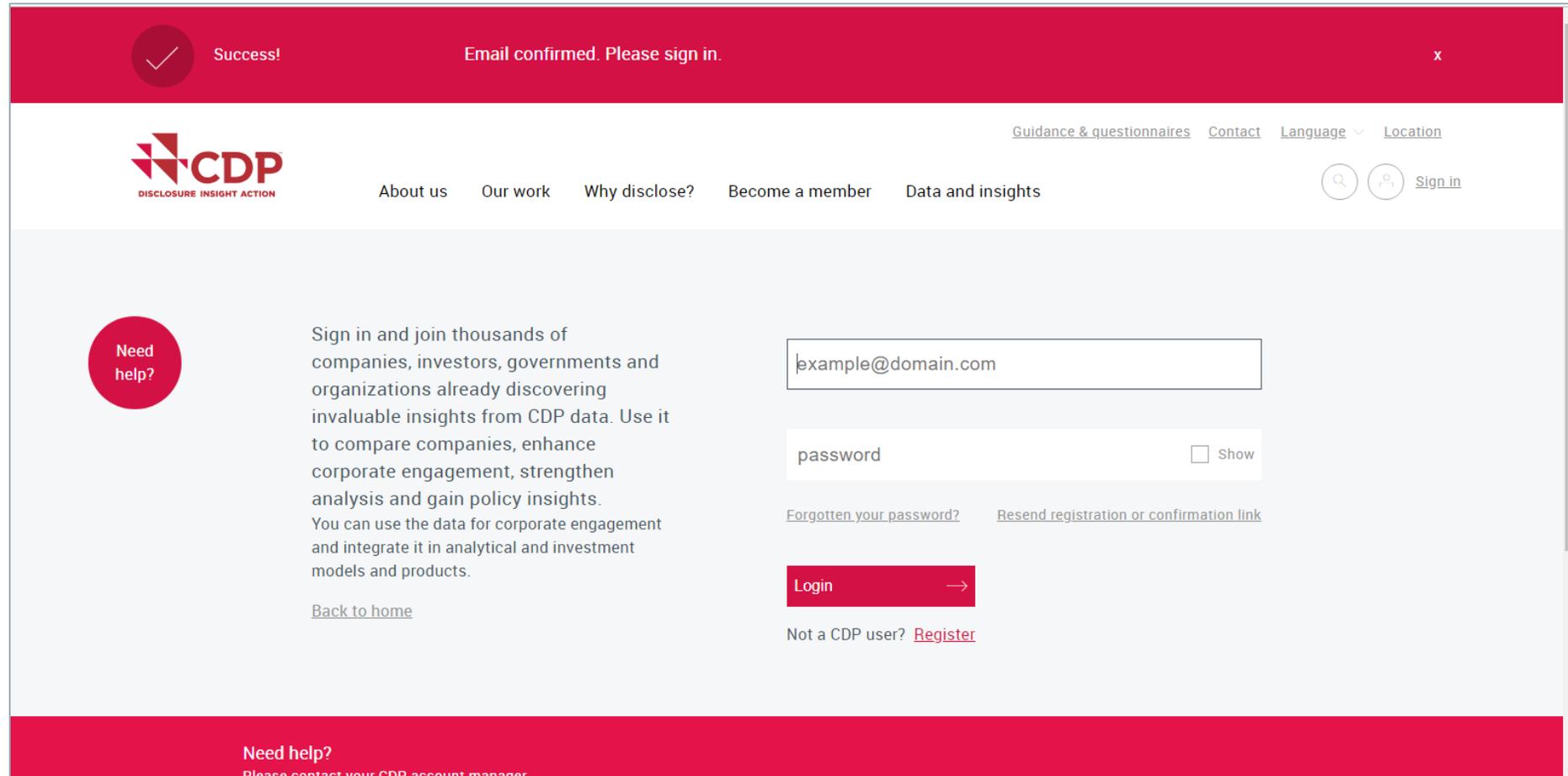
①サインインページ

②メール再送リンク



アカウント作成

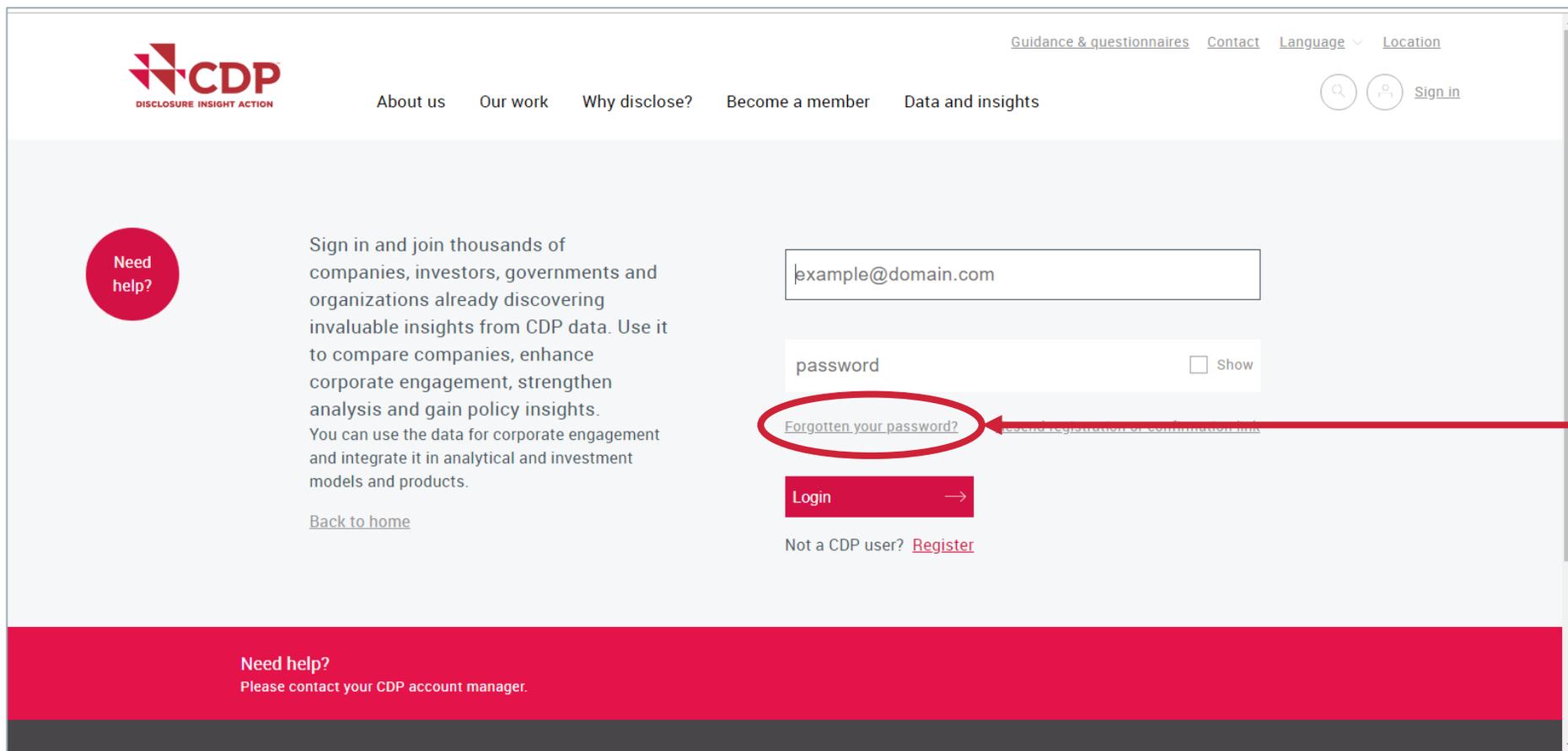
確認メール - ログイン



The screenshot shows a web browser window with a red header bar. At the top left of the header, there is a white checkmark icon, the word "Success!", and the text "Email confirmed. Please sign in." with a close button (x) on the right. Below the header is the CDP logo and navigation links: "Guidance & questionnaires", "Contact", "Language", and "Location". A search icon, a user profile icon, and a "Sign in" link are also present. The main content area has a light gray background. On the left, there is a red circular button labeled "Need help?". The central text reads: "Sign in and join thousands of companies, investors, governments and organizations already discovering invaluable insights from CDP data. Use it to compare companies, enhance corporate engagement, strengthen analysis and gain policy insights. You can use the data for corporate engagement and integrate it in analytical and investment models and products." Below this is a "Back to home" link. On the right, there is a login form with an email input field containing "example@domain.com", a password input field with a "Show" toggle, and a "Login" button with a right arrow. Below the form are links for "Forgotten your password?" and "Resend registration or confirmation link". At the bottom of the form area, it says "Not a CDP user? Register". A red footer bar at the bottom contains the text "Need help? Please contact your CDP account manager".

アカウント作成

パスワードを忘れた場合①



Guidance & questionnaires Contact Language Location

About us Our work Why disclose? Become a member Data and insights

Need help?

Sign in and join thousands of companies, investors, governments and organizations already discovering invaluable insights from CDP data. Use it to compare companies, enhance corporate engagement, strengthen analysis and gain policy insights. You can use the data for corporate engagement and integrate it in analytical and investment models and products.

Back to home

example@domain.com

password Show

[Forgotten your password?](#)

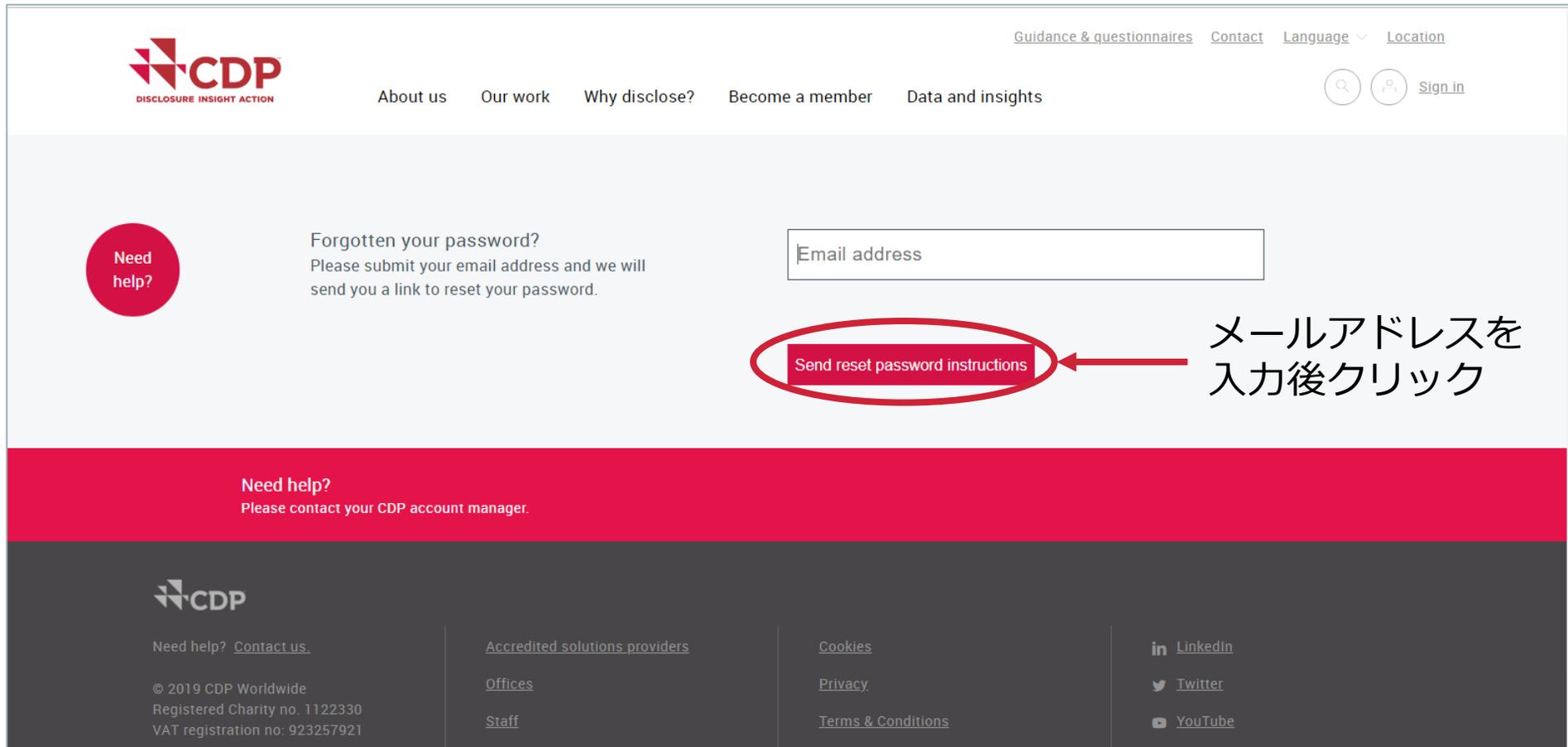
Login →

Not a CDP user? [Register](#)

※メールアドレスやパスワードをコピーするとスペースが入り、認識されないことがあります。エラーが出る場合には直接入力をお勧めします。

アカウント作成

パスワードを忘れた場合②



Guidance & questionnaires Contact Language Location

About us Our work Why disclose? Become a member Data and insights

Need help?

Forgotten your password?
Please submit your email address and we will send you a link to reset your password.

Email address

Send reset password instructions

メールアドレスを入力後クリック

Need help?
Please contact your CDP account manager.

CDP

Need help? [Contact us.](#)

Accredited solutions providers

Cookies

in LinkedIn

© 2019 CDP Worldwide
Registered Charity no. 1122330
VAT registration no: 923257921

Offices

Privacy

Twitter

Staff

Terms & Conditions

YouTube

アカウント作成

登録完了後のサインイン



https://japan.cdp.net/にアクセスし、右上の「サインイン」をクリック



回答ダッシュボード概要



回答ダッシュボード

企業ダッシュボード



CDP
DISCLOSURE INSIGHT ACTION

CDPグローバルページ お問い合わせ

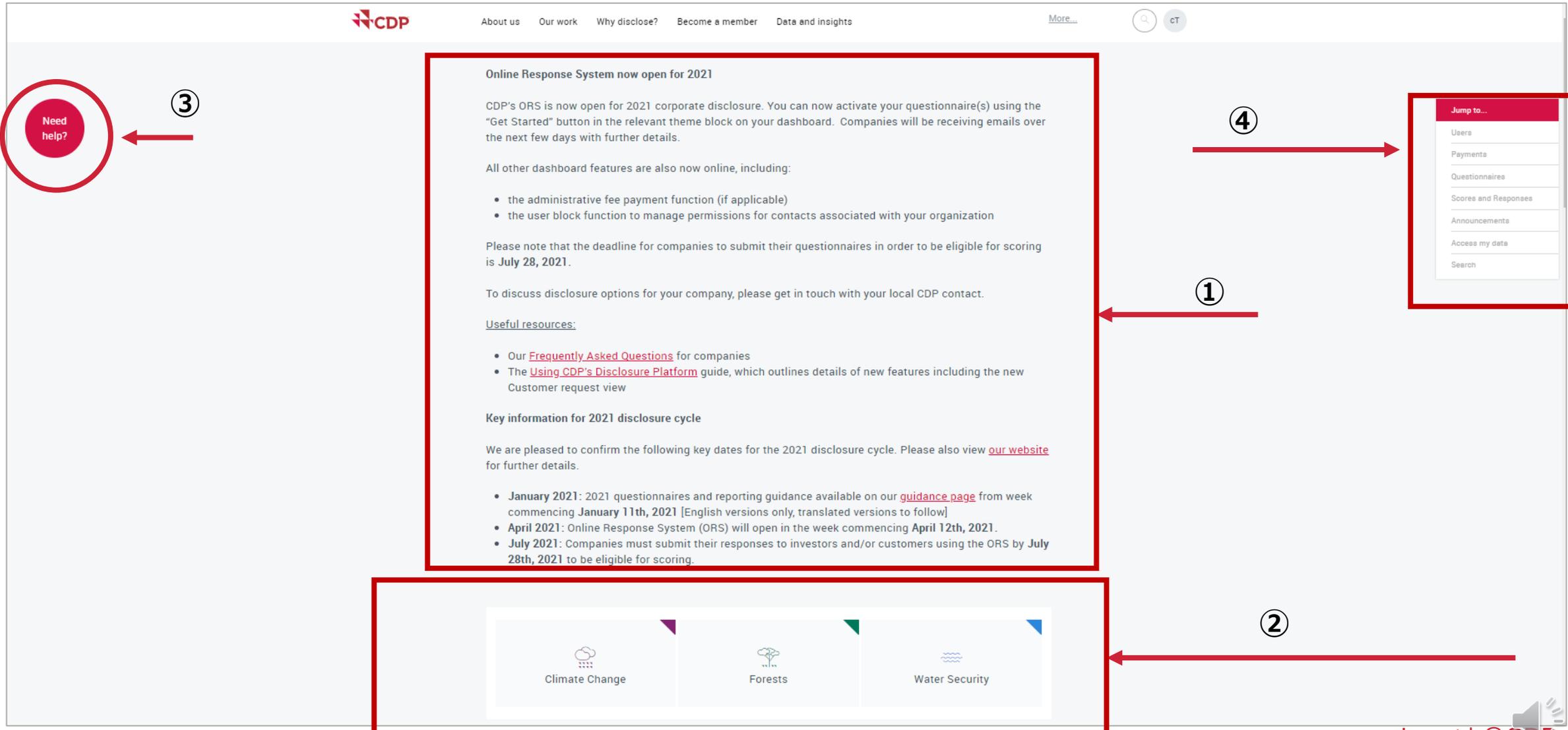
CDPジャパン ホーム プログラム イベント 情報開示 開示サポート パートナー

私のアカウント
回答ダッシュボード
組織詳細
主要セクター分類
ガイダンスツール
サインアウト

私たちは、人々と地球のための長期的な経済の繁栄を実現すべく努めています。情報開示を通じて、投資家、企業、自治体が、自身の環境影響を認識し、真に持続可能な経済を実現すべく行動を起こすよう促しています。

回答ダッシュボード

企業ダッシュボード



The screenshot shows the CDP dashboard interface with several key elements highlighted by red boxes and numbered annotations:

- Annotation 1:** Points to the main content area containing the "Online Response System now open for 2021" announcement and "Useful resources" section.
- Annotation 2:** Points to the "Climate Change", "Forests", and "Water Security" theme blocks at the bottom of the page.
- Annotation 3:** Points to a "Need help?" button in the top left corner.
- Annotation 4:** Points to a "Jump to..." navigation menu on the right side of the page, which includes links for Users, Payments, Questionnaires, Scores and Responses, Announcements, Access my data, and Search.

回答ダッシュボード

ユーザーアカウント情報の編集・確認

About us Our work Why disclose? Become a member Data and insights More...  

^ Details

First name *

Last name *

Email 

Organization 

Business Phone

Job title

Your cultural settings [Help](#)

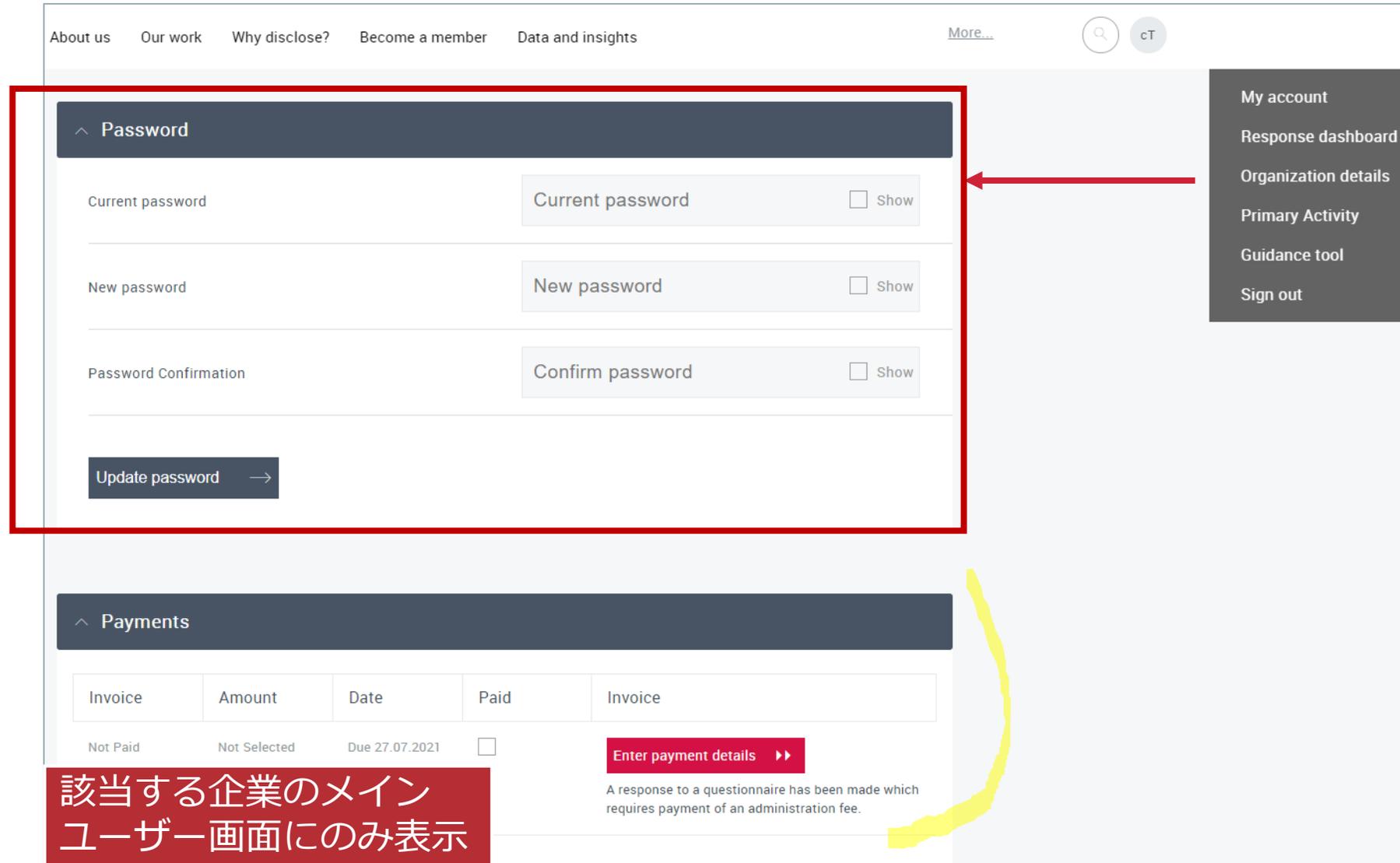
Preferred email language 

- My account
- Response dashboard
- Guidance tool
- Sign out

Cultural setting	Decimal separator	Group separator	Example of numeric question	Date format
Japanese (Japan)	.	,	1,234,567.89	YYYY/MM/DD

回答ダッシュボード

ユーザーアカウントパスワードの変更・支払い状況の確認 (該当する場合のみ)



The screenshot shows the user dashboard with a navigation menu at the top: About us, Our work, Why disclose?, Become a member, Data and insights, and More... (with a search icon and 'cT'). The main content area is divided into two sections: 'Password' and 'Payments'. The 'Password' section is highlighted with a red box and contains three input fields: 'Current password', 'New password', and 'Password Confirmation', each with a 'Show' toggle. Below these is an 'Update password' button. The 'Payments' section is highlighted with a yellow box and contains a table with columns: Invoice, Amount, Date, Paid, Invoice. The table has one row with values: Not Paid, Not Selected, Due 27.07.2021, and an unchecked checkbox. Below the table is a red 'Enter payment details' button and a note: 'A response to a questionnaire has been made which requires payment of an administration fee.' A red arrow points from the 'My account' menu to the 'Password' section, and a yellow arrow points from the 'Payments' section to the note below it.

My account
Response dashboard
Organization details
Primary Activity
Guidance tool
Sign out

Update password →

Invoice	Amount	Date	Paid	Invoice
Not Paid	Not Selected	Due 27.07.2021	<input type="checkbox"/>	

Enter payment details >>

A response to a questionnaire has been made which requires payment of an administration fee.

該当する企業のメイン
ユーザー画面にのみ表示

回答ダッシュボード

企業ダッシュボード

About us Our work Why disclose? Become a member Data and insights [More...](#)  UN

Climate Change Forests Water Security

Users

Climate Change 2021

 **Are you intending to complete this questionnaire? Tell us now!** [Get Started](#) ▶▶

Check organization details	Due ASAP	⋮
Submission to CDP's investor signatories (panel of 590+)	Due July 28 2021	⋮
Submission to your customers (1 request/s)	Due July 28 2021	⋮

My account

Response dashboard

Guidance tool

Sign out

Questionnaires

Scores and Responses

Announcements

Access my data

Search

回答ダッシュボード

テーマ別回答要請質問書の情報

Climate Change 2021

 **Are you intending to complete this questionnaire? Tell us now!** [Get Started](#)

Check organization details	Due ASAP	▼
Submission to CDP's investor signatories (panel of 590+).	Due July 28 2021	▼
Submission to your customers (1 request/s)	Due July 28 2021	▼

Water Security 2021

 **Are you intending to complete this questionnaire? Tell us now!** [Get Started](#)

Check organization details	Due ASAP	▼
Submission to your customers (1 request/s)	Due July 28 2021	▼

回答ダッシュボード

質問書ブロック

Climate Change 2021

Are you intending to complete this questionnaire? Tell us now! [Get Started](#)

Check organization details	Due ASAP	...
Submission to CDP's investor signatories (panel of 590+)	Due July 28 2021	...
Submission to your customers (1 request/s)	Due July 28 2021	...

You have been requested by 1 customer to respond to this questionnaire.

[ABC](#)

[Email](#) ?

Guidance tool

CDP technical note - Units of measure conversions Download	CDP technical note - Special conditions for reporting Scope 1 emissions Download	CDP technical note - Scope 3 category 11 emissions for oil and gas companies Download
CDP technical note - Scope 3 category 11 emissions for coal companies Download	CDP technical note - Guidance for companies with coal reserves Download	CDP technical note - Fuel definitions Download

[Search more documents](#)

Events & Webinars

ユーザー権限

ユーザー権限

メインユーザーダッシュボード

メインユーザー画面

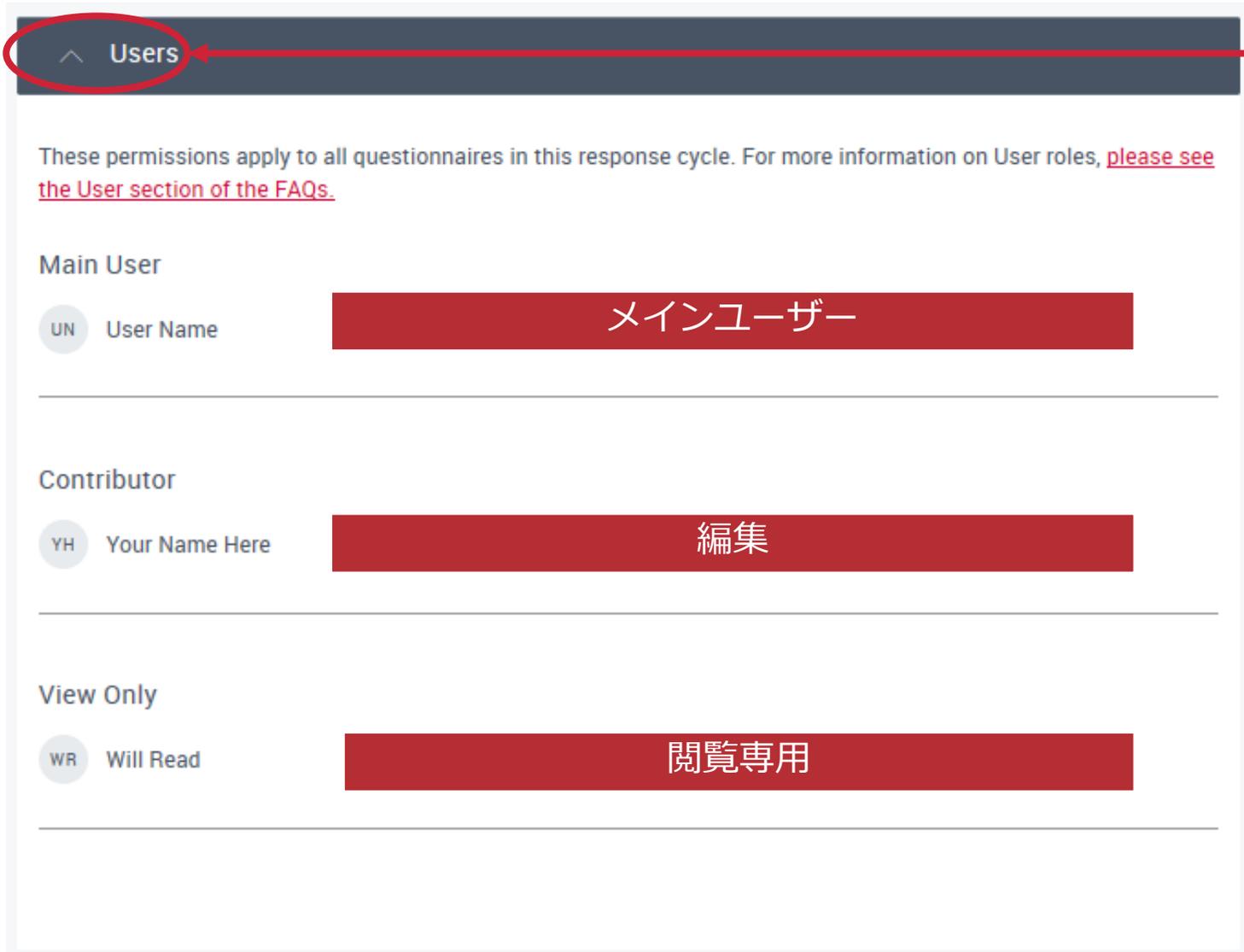


※メインユーザー権限は毎年リセットされるため、登録手続きが必要

該当する企業のメインユーザー画面にのみ表示

ユーザー権限

ユーザー詳細の閲覧



^ Users

These permissions apply to all questionnaires in this response cycle. For more information on User roles, [please see the User section of the FAQs.](#)

Main User

UN User Name **メインユーザー**

Contributor

YH Your Name Here **編集**

View Only

WR Will Read **閲覧専用**

ユーザー権限

ユーザーの追加・削除・権限変更①

メインユーザー画面



Users

These permissions apply to all questionnaires in this response cycle. For more information on User roles, [please see the User section of the FAQs.](#)

Main User

UN User Name

Contributor

YH Your Name Here

View Only

WR Will Read

Add New User

Change to View Only

Make Main User

Remove User

Change to Contributor

Remove User

メインユーザーへ権限変更

閲覧専用へ権限変更

編集可能へ権限変更

ユーザー削除

ユーザー追加

ユーザー権限

ユーザーの追加・削除・権限変更②

メインユーザー画面



The screenshot displays the CDP user management interface. At the top, there is a navigation bar with the CDP logo and links for 'About us', 'Our work', 'Why disclose?', 'Become a member', and 'Data and insights'. A search bar and a user profile icon 'YH' are also visible. The main content area shows a message: 'These permissions apply to all questionnaires in this response cycle'. Below this, a 'Main User' section displays a user profile with the initials 'YH' and the name 'Your Name Here'. A form for adding a new user is shown, with fields for 'First name', 'Last name', and 'Email'. The 'Email' field has a checkmark. Below the form, there are two radio button options: 'Contributor' and 'View Only'. The 'Contributor' option is selected and circled in red. A red arrow points from the right side of the page to this option. Below the radio buttons is a red 'Send invite' button with a right-pointing arrow. At the bottom left of the form area is a red 'Cancel' button. On the right side of the page, there is a 'Jump to...' menu with options: 'Users', 'Questionnaires', 'Announcements', 'Access my data', and 'Search'.

ユーザー権限

ユーザー権限の種類

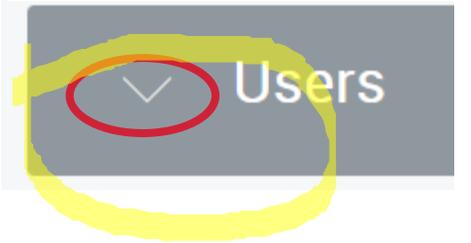
メインユーザーのメニューバー

- My account
- Response dashboard
- Organization details
- Primary Activity
- Guidance tool
- Sign out

	Main User	Contributor	View Only	Subsidiary Contact
	<i>Responsible for organization's response(s). Only one contact can be the Main User.</i>	<i>Contributors can collaborate with multiple colleagues, who can all directly access the Online Response System.</i>	<i>This type of user role can be used for sharing the response(s) with colleagues for review or sign off purposes.</i>	<i>This user role is only for contacts who are named on a subsidiary request which has rolled up to the parent invitation. This role can only be assigned by CDP.</i>
Can access response	✓	✓	✓	
Can enter, save, edit data	✓	✓		
Submits questionnaire on behalf of organization:				
* Handles payment of the administrative fee via the online dashboard (check if fees apply to you)	✓			
* Accepts terms of responding				
Controls access rights on behalf of the organization to organization's response(s) via the system, or authorizes CDP to make these changes:				
* Adds new users to the system				
* Removes users from the system - Changes access rights for existing users e.g. from contributor to view only	✓			
* Changes designation of the Main User rights to another contact within the organization				
* Authorizes addition of users from external parties e.g. consultants, contacts from subsidiary organizations				
Key contact point for CDP relating to the disclosure period and organization's response(s):				
* Receives reminder emails				
* May be contacted by CDP about events, or other relevant information or activities	✓			
* Receives confirmation of submission				
* Receives notifications relating to response(s)				



ユーザーブロック



回答を開始する 質問書のアクティベート

回答開始

STEP1:參加確認

Climate Change 2021

 **Are you intending to complete this questionnaire? Tell us now!** **Get Started** >>

Check organization details	Due ASAP	***
Submission to CDP's investor signatories (panel of 590+)	Due July 28 2021	***
Submission to your customers (1 request/s)	Due July 28 2021	***

Water Security 2021

 **Are you intending to complete this questionnaire? Tell us now!** **Get Started** >>

Check organization details	Due ASAP	***
Submission to your customers (1 request/s)	Due July 28 2021	***

回答開始

STEP1:参加確認 - 回答提出ステークホルダー確認

Get Started



Climate Change

Please confirm to whom you will submit data. If you are not able to confirm at this stage, you can skip this step. If you skip this step you can confirm your participation on your dashboard later, and we may share this information with the stakeholders requesting your participation.

- We intend to submit to CDP's investor signatories ([panel of 590+](#)) on or before **July 28 2021** ?
- We intend to submit to our customers on or before **July 28 2021** ?

[Cancel](#) [Skip](#) [Confirm](#) >>

回答開始

STEP2:メインユーザー登録

Climate Change 2021

 You will be the Main User for your organization's response.

 For more information about the main user role and implications, please review the relevant section in the [FAQ](#).

	Main User	Contributor	View Only
Access dashboard and view responses	✓	✓	✓
Update organization details	✓		
Start responses	✓		
Answer questions	✓	✓	
Submit final response/accept Terms	✓		
Control user roles	✓		
Key contact for CDP - will receive reminder and notification emails	✓		
Pay disclosure administrative fee if applicable	✓		

I confirm that I am authorized to be the Main user for my organization

I will not be the Main User

OK

※メインユーザー権限は毎年リセットされるため、登録手続きが必要

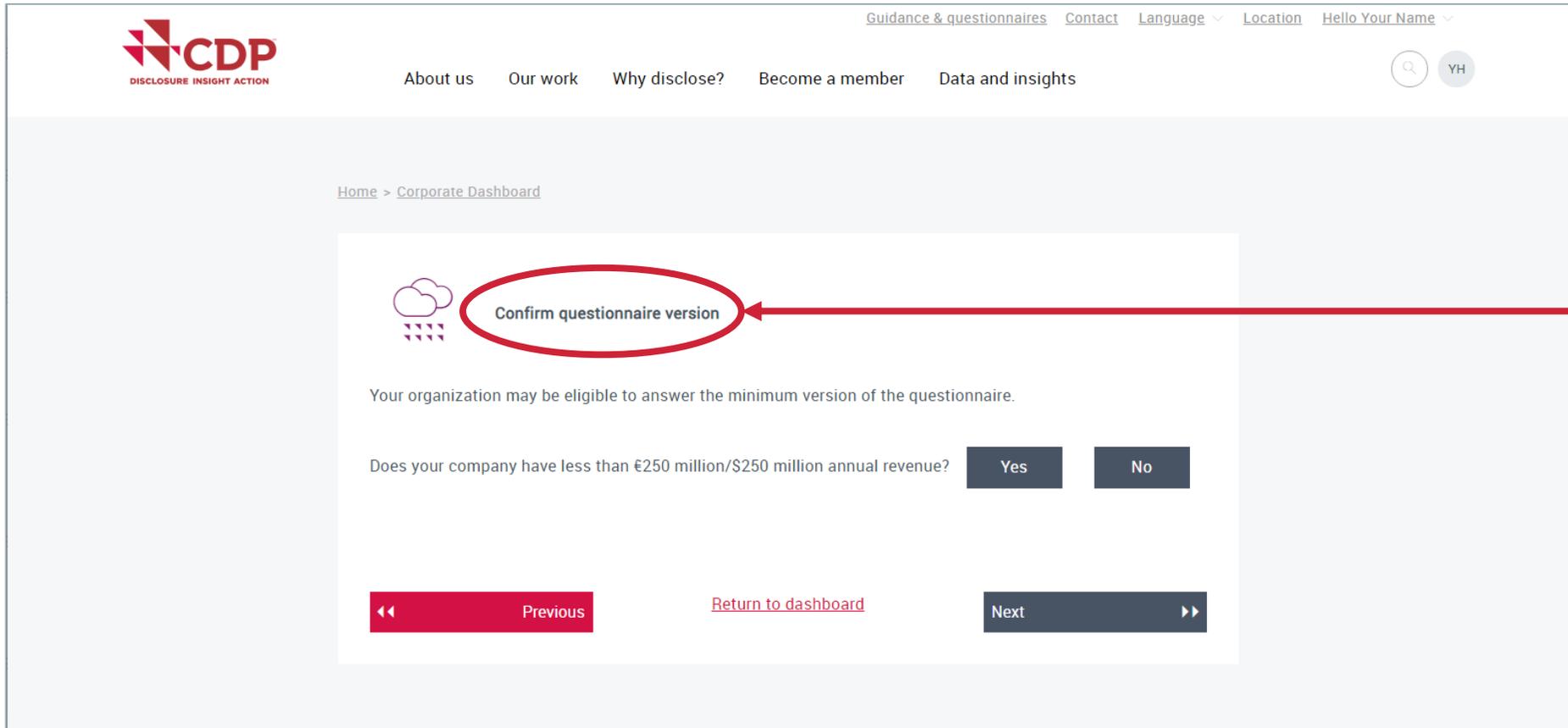
メインユーザーにならない場合

回答開始

STEP4:質問書バージョン選択①

投資家要請企業はSTEP 5 へ（この画面は非表示）

顧客のみ回答要請(SC Only)企業に表示される画面



The screenshot shows the CDP Corporate Dashboard interface. At the top, there is a navigation bar with the CDP logo and links for 'Guidance & questionnaires', 'Contact', 'Language', 'Location', and 'Hello Your Name'. Below this is a secondary navigation bar with links for 'About us', 'Our work', 'Why disclose?', 'Become a member', and 'Data and insights'. The main content area displays a breadcrumb trail 'Home > Corporate Dashboard' and a central card titled 'Confirm questionnaire version' with a cloud and rain icon. The card contains the text: 'Your organization may be eligible to answer the minimum version of the questionnaire.' Below this is a question: 'Does your company have less than €250 million/\$250 million annual revenue?' with 'Yes' and 'No' buttons. At the bottom of the card are 'Previous' and 'Next' buttons, and a 'Return to dashboard' link. A red circle highlights the 'Confirm questionnaire version' title, and a red arrow points from the right towards it.

回答開始

STEP4:質問書バージョン選択②

顧客のみ回答要請(SC Only)企業に表示される画面

Home > Corporate Dashboard



Confirm questionnaire version

Your organization is eligible to answer the minimum version of the questionnaire, but you can choose to complete the full version. Please confirm your questionnaire choice below:

Does your company have less than €250 million/\$250 million annual revenue? Yes

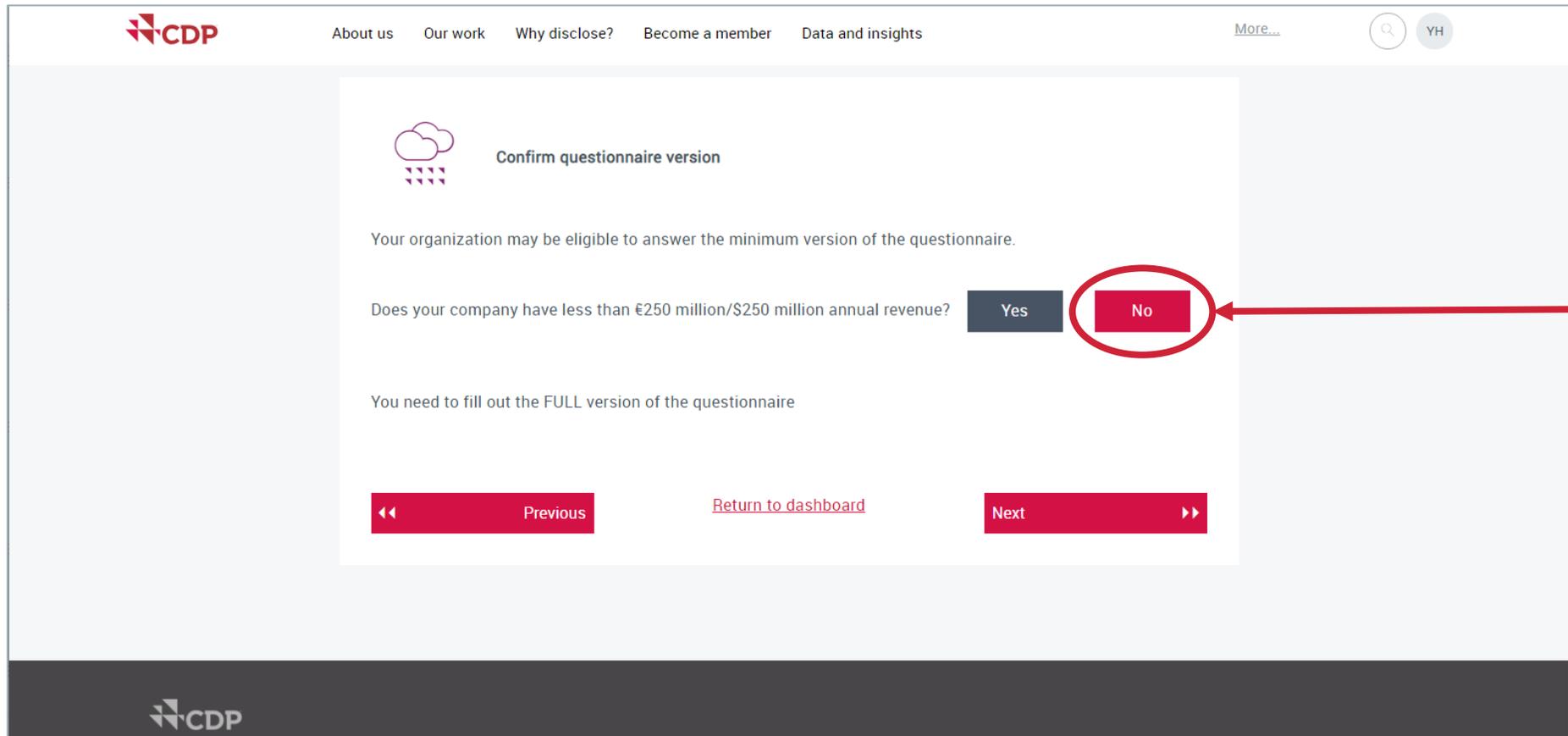
- We will complete the FULL version of the questionnaire.
- We will complete the MINIMUM version of the questionnaire. Important note: No sector-specific questions are included in the minimum version. Responses to the minimum version will only be scored in certain circumstances. Please see our [Scoring Introduction](#) for more information on scoring eligibility.

Previous [Return to dashboard](#) Next

回答開始

STEP4:質問書バージョン選択③

顧客のみ回答要請(SC Only)企業に表示される画面



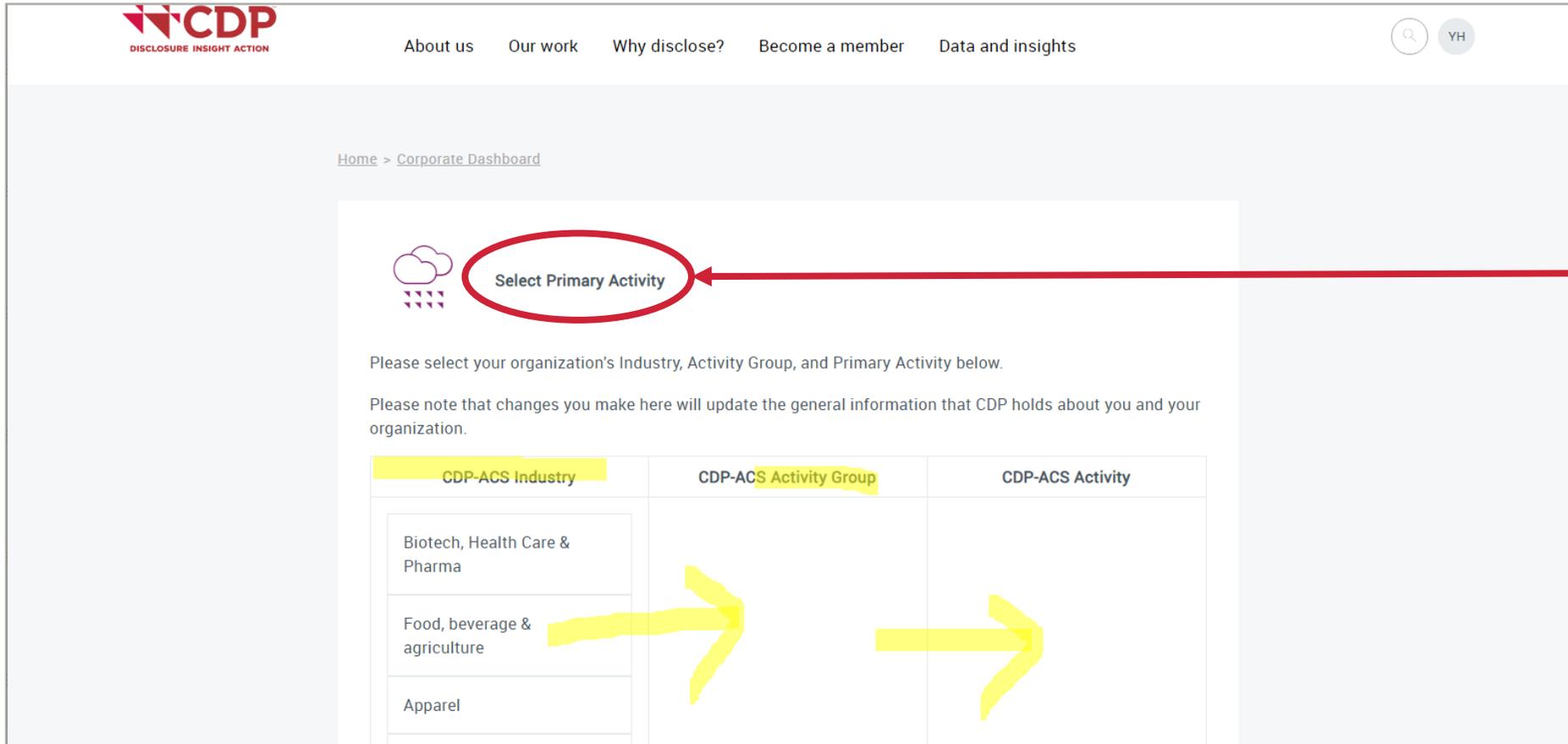
The screenshot shows a web interface for confirming the questionnaire version. At the top, there is a navigation bar with the CDP logo and links for 'About us', 'Our work', 'Why disclose?', 'Become a member', and 'Data and insights'. A search icon and the text 'YH' are also present. The main content area features a cloud icon with raindrops and the heading 'Confirm questionnaire version'. Below this, a message states: 'Your organization may be eligible to answer the minimum version of the questionnaire.' The question is 'Does your company have less than €250 million/\$250 million annual revenue?'. There are two buttons: 'Yes' and 'No'. The 'No' button is circled in red, and a red arrow points to it from the right. Below the question, a message says 'You need to fill out the FULL version of the questionnaire'. At the bottom, there are three buttons: 'Previous' (with a left arrow), 'Return to dashboard' (a link), and 'Next' (with a right arrow). The CDP logo is in the bottom left corner of the page.

回答開始

STEP5:プライマリーアクティビティ選択①

投資家要請企業はSTEP6へ（この画面は非表示）

顧客のみの回答要請(SC Only)企業に表示される画面



Home > Corporate Dashboard

Select Primary Activity

Please select your organization's Industry, Activity Group, and Primary Activity below.

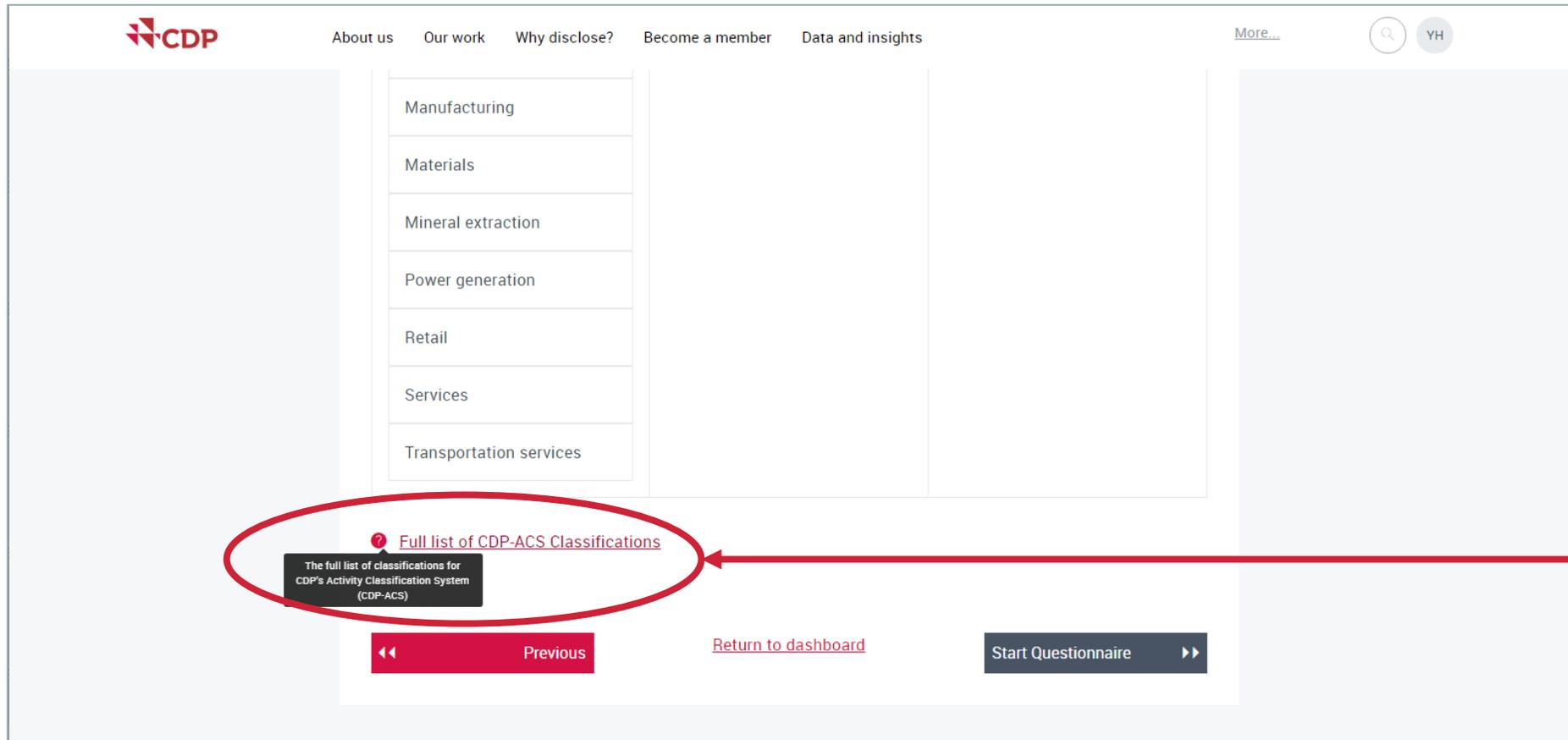
Please note that changes you make here will update the general information that CDP holds about you and your organization.

CDP-ACS Industry	CDP-ACS Activity Group	CDP-ACS Activity
Biotech, Health Care & Pharma		
Food, beverage & agriculture		
Apparel		

回答開始

STEP5:プライマリーアクティビティ選択②

顧客のみ回答要請(SC Only)企業に表示される画面

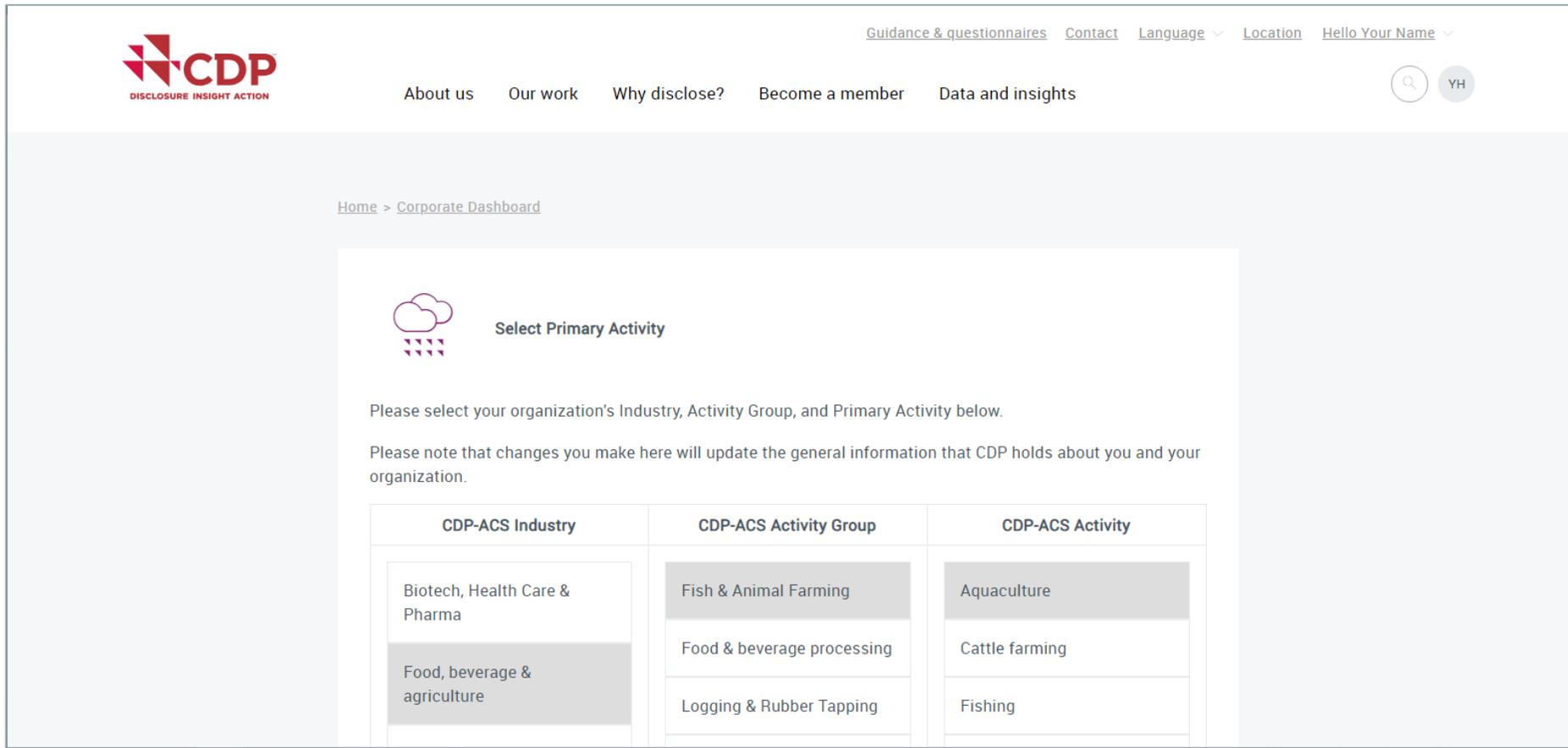


The screenshot shows the CDP website interface. At the top, there is a navigation menu with links: "About us", "Our work", "Why disclose?", "Become a member", "Data and insights", and "More...". A search bar with a magnifying glass icon and the text "YH" is located in the top right corner. The main content area features a list of activity categories: "Manufacturing", "Materials", "Mineral extraction", "Power generation", "Retail", "Services", and "Transportation services". Below this list, there is a red circle highlighting a link that reads "Full list of CDP-ACS Classifications". A tooltip box points to this link, containing the text: "The full list of classifications for CDP's Activity Classification System (CDP-ACS)". At the bottom of the page, there are three buttons: "Previous" (with a left arrow), "Return to dashboard" (with a red underline), and "Start Questionnaire" (with a right arrow).

回答開始

STEP5:プライマリーアクティビティ選択③

顧客のみ回答要請(SC Only)企業に表示される画面



Guidance & questionnaires Contact Language Location Hello Your Name

About us Our work Why disclose? Become a member Data and insights

Home > Corporate Dashboard

Select Primary Activity

Please select your organization's Industry, Activity Group, and Primary Activity below.

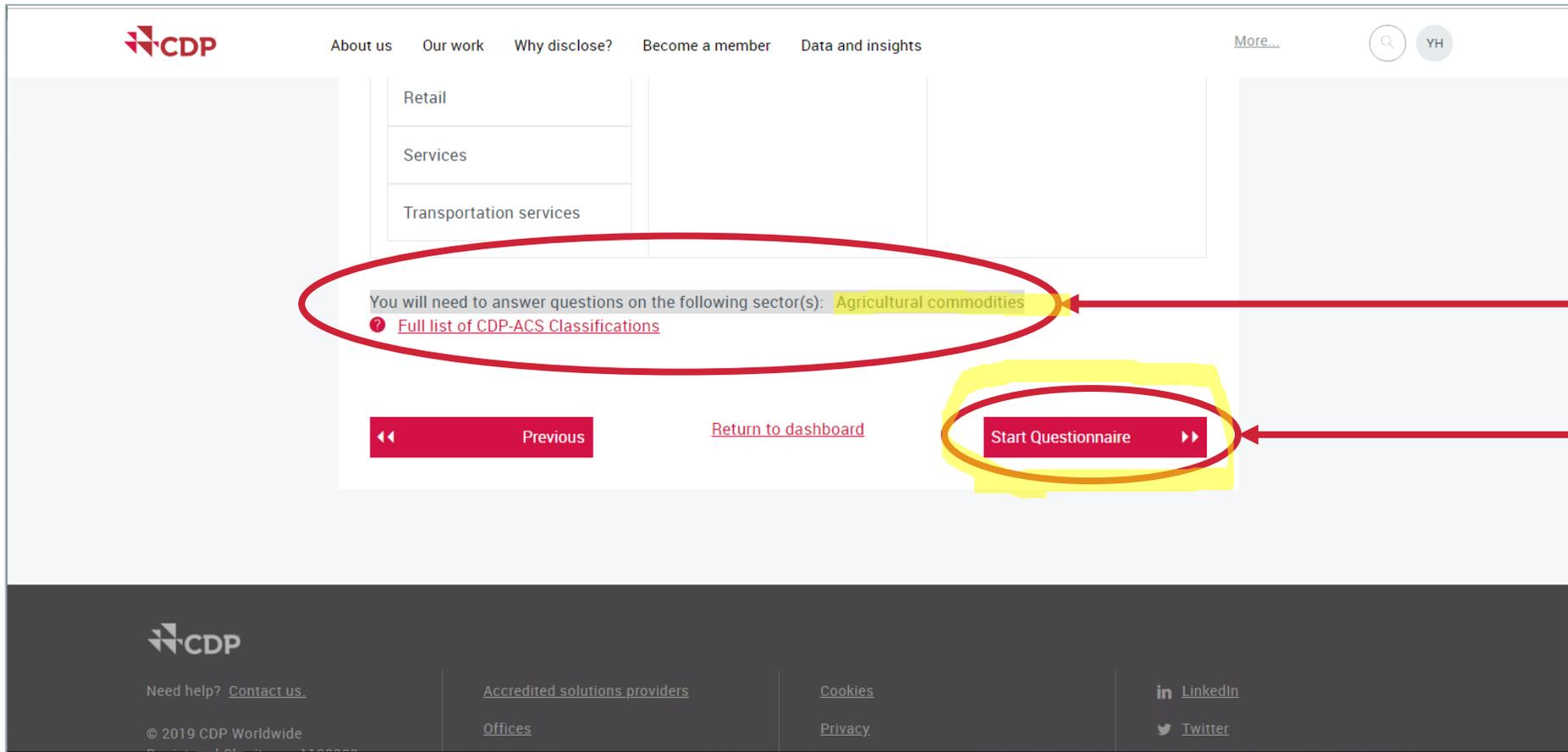
Please note that changes you make here will update the general information that CDP holds about you and your organization.

CDP-ACS Industry	CDP-ACS Activity Group	CDP-ACS Activity
Biotech, Health Care & Pharma	Fish & Animal Farming	Aquaculture
Food, beverage & agriculture	Food & beverage processing	Cattle farming
	Logging & Rubber Tapping	Fishing

回答開始

STEP5:プライマリーアクティビティ選択④

顧客のみ回答要請(SC Only)企業に表示される画面



The screenshot shows the CDP website interface. At the top, there is a navigation menu with links: About us, Our work, Why disclose?, Become a member, Data and insights, and More... A search bar with a magnifying glass icon and the text 'YH' is also visible. Below the navigation, there is a sidebar with categories: Retail, Services, and Transportation services. The main content area displays a message: "You will need to answer questions on the following sector(s): Agricultural commodities". Below this message is a red question mark icon followed by a link: "Full list of CDP-ACS Classifications". At the bottom of the main content area, there are three buttons: "Previous" (with a left arrow), "Return to dashboard" (a text link), and "Start Questionnaire" (with a right arrow). The "Start Questionnaire" button is highlighted with a yellow circle and a red oval. A red oval also highlights the text "Agricultural commodities" and the link below it. Two red arrows point from the right side of the image to the "Start Questionnaire" button and the highlighted text.

回答開始

STEP6:プライマリーセクター別質問書の確認

2021 NEW !!

Review your organization's CDP-ACS

[Summary of your company's CDP-ACS classification](#)

CDP-ACS Industry	CDP-ACS Activity Group	CDP-ACS Activity	Questionnaire Sector
Food, beverage & agriculture	Food & beverage processing	Baked goods & cereals	

Your organization's primary questionnaire sector:
Food, beverage & tobacco

Your organization's primary CDP-ACS Activity:
Baked goods & cereals

Your organization's additional questionnaire sectors: General

- ▲ You will receive a score based on your response to the primary questionnaire sector questionnaire. Not all responses will be scored in 2020, [click here](#) for further information. The minimum version of the questionnaire does not contain sector-specific questions.
- ▲ For guidance on how to identify sector specific questions within your questionnaire [click here](#).
- ▲ For more information on CDP's Activity Classification System (CDP-ACS) please see our [FAQ](#). For a full list of the CDP-ACS classifications [click here](#).
- ▲ To discuss changing your questionnaire sector, or Primary Activity under CDP's CDP-ACS classification system, please contact your local CDP office.

[Previous](#) [Return to dashboard](#) [Start Questionnaire](#)

- My account
- Response dashboard
- Organization details
- Primary Activity**
- Guidance tool
- Sign out

回答開始

STEP7:参加確認・質問書バージョン編集 (該当する場合のみ)

Climate Change 2021

Participation Confirmed Completed March 11 2021 ✓

Organization details confirmed Completed March 11 2021 ✓

Submission to CDP's investor signatories (panel of 590+) Due July 28 2021 Enter Questionnaire >>

Submission to your customers (1 request/s) Due July 28 2021

You have been requested by 1 customer to respond to this questionnaire.

ABC

Email ?

Participation Confirmed

Completed March 11 2021

We intend to submit to CDP's investor signatories (panel of 590+). Yes

We intend to submit to our customers (1 request/s). Yes

Change Answers

Questionnaire Version

We will complete the FULL version of the questionnaire.

We will complete the MINIMUM version of the questionnaire. Important note: No sector-specific questions are included in the minimum version. Responses to the minimum version will only be scored in certain circumstances. Please see our [Scoring Introduction](#) for more information on scoring eligibility.

Save

該当する場合のみ表示



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Tel: +81 (0)3 6225 2232



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一般的なお問い合わせ

CDPサプライチェーンプログラムについて

回答事務費用の原本発行依頼



ユーザーガイド資料 (英語)

[Using CDP's Disclosure Platform - Companies](#)

