

Template 1

How do your business operations, activities and supply chains impact children?

	Business operations and activities	Stakeholders	Potential impact	Child rights issues	Actions to be taken	Person/department responsible for action
WORKPLACE						
MARKETPLACE						
COMMUNITY & ENVIRONMENT						

Template 2

Prioritisation of stakeholders to engage

Use this template to outline which stakeholders can inform you about different issues and why they are best placed to do so. This has been developed from Unicef’s guidance and outlines some key qualities to look for in a stakeholders, such as; having excellent knowledge on the issues and impact, being willing to engage and being a legitimate source you can rely on. There is an example available to show you how to use the template.

PEOPLE/ ORGANISATIONS/ GROUPS	CRITERIA						
	ISSUES	Legitimacy	Knowledge	Influence	Contact with children	Willingness	Local power structures

Template 3

Prioritisation of salient child rights impacts

Fill in this template, using the information you have collected from undertaking due diligence, and the guidance provided in chapter 4. Once you have populated the details of salient child rights impacts you can hold a workshop or meeting with key colleagues and or outside stakeholders to discuss the findings and prioritize your impacts. The information you have collected could be mostly qualitative and therefore it can be hard to quantify and decide on the impact level. Therefore you need to work together and draw on available expertise to prioritize the impacts using the categories provided. There is an example provided in the template of a salient issue and suggested risk level.

IDENTIFIED IMPACT (Describe the issues)		
BUSINESS CONNECTION AND LEVERAGE (Linked, caused, contributed)		
CHILDREN'S VULNERABILITY (Disadvantaged, migrant, refugee, disability) YES/NO		
IRREMEADIABILITY (How hard it is to put right the resulting harm)		
SCALE (How serious the impact is/could be)		
SCOPE (How widespread the impact is/could be so how many children are affected)		
IMPACT LEVEL (High, Medium, Low)		
PRIORITY		

High | Risk of death or long-term health impact **Medium** | No long-term impact but could be missing out on education **Low** | Child might be working slightly longer hours than allowed



Template 4

Action plan

Using your collected information and your prioritized salient child rights risks you can create an action plan for your business to clearly communicate what needs to be done, by when and by whom.

IDENTIFIED RISK	ACTIONS NEEDED	OUTCOME	OUTCOME INDICATOR (KPI)	LEAD	DEADLINE