Module: Introduction

Page: W0. Introduction

W0.1

Introduction

Please give a general description and introduction to your organization.

Symantec is a global leader in providing security, information management solutions to help our customers – from consumers and small businesses to the largest global organizations – secure and manage their information against more risks at more points, more completely and efficiently than any other company. Our company's unique focus is to eliminate risks to information, technology and processes independent of the device, platform, interaction or location.

W0.2

Reporting year

Please state the start and end date of the year for which you are reporting data.

Period for which data is reported
Wed 01 Apr 2015 - Thu 31 Mar 2016

W0.3

Reporting boundary

Please indicate the category that describes the reporting boundary for companies, entities, or groups for which water-related impacts are reported.

Companies, entities or groups over which operational control is exercised

W0.4

Exclusions

Are there any geographies, facilities or types of water inputs/outputs within this boundary which are not included in your disclosure?

No

W0.4a

Exclusions

Please report the exclusions in the following table

Exclusion	Please explain why you have made the exclusion

Further Information

Module: Current State

Page: W1. Context

W1.1

Please rate the importance (current and future) of water quality and water quantity to the success of your organization

Water quality and quantity	Direct use importance rating	Indirect use importance rating	Please explain
Sufficient amounts of good quality freshwater available for use	Important	Important	Water use at our sites is generally limited to cooling towers and chiller systems, sanitation (e.g. toilets and bathroom sinks), kitchens and cafeterias in some buildings, irrigation and drinking water for our staff. While it is important that we have access to sufficient amounts of good quality water to meet these needs, we do not currently consider water availability to be strategically important to our overall business success. Our supply chain includes contract manufacturers of our physical products, including electronic appliances, CDs and packaging, as well as the wide range of goods we purchase to run our business, from IT hardware, to food consumed in our cafeterias, to office goods such as paper and furniture. Some of these purchased goods require significant water use for their production.
Sufficient amounts of recycled, brackish and/or produced water available for use	Not very important	Have not evaluated	We are not a water-intensive company and do not consider sources of recycled, brackish and/or produced water to be important for our business success. We are currently in the process of evaluating the importance of these water sources in our manufacturing supply chain.

W1.2

For your total operations, please detail which of the following water aspects are regularly measured and monitored and provide an explanation as to why or why not

Water aspect	% of sites/facilities/operations	Please explain
Water withdrawals- total volumes	76-100	This is the water metric for which data is most readily available and where we see the most significant risks (e.g. drought restrictions) and also opportunities to reduce our impacts on water resources. Our water withdrawal reporting includes 100% of the sites under our operational control. This includes primary data for 52% of our global portfolio by square footage, with estimated data for the remaining smaller sites. Sites providing primary data include our headquarters campus in Mountain View,

Water aspect	% of sites/facilities/operations	Please explain
		California and other large global sites where Symantec pays the water bills. The water data for these sites are tracked in our global utility database. We do not pay for water bills directly at our other sites, but we have estimated and reported their water withdrawal usage.
Water withdrawals-volume by sources	76-100	All water withdrawal data is from the Municipal Water supply.
Water discharges- total volumes	76-100	As we do not produce wastewater of an industrial nature that would warrant for example, direct metering or permitting, we do not currently have the ability to track the volume of wastewater discharges. We also do not perform any onsite wastewater treatment, nor do we release any wastewater to storm drains. However, we estimate that the volume of municipal supply water (purchased and estimated) that is not consumed is discharged. Please note that according to the GRI, “discharge of collected rainwater and domestic sewage is not regarded as water discharge”; however, domestic sewage is included in our water discharge volumes.
Water discharges-volume by destination	76-100	As we do not produce wastewater of an industrial nature that would warrant for example, direct metering or permitting, we do not currently have the ability to track the volume of wastewater discharges. We also do not perform any onsite wastewater treatment, nor do we release any wastewater to storm drains. However, we estimate that the volume of municipal supply water (purchased and estimated) that is not consumed is discharged to municipal treatment plants. Please note that according to the GRI, “discharge of collected rainwater and domestic sewage is not regarded as water discharge”; however, domestic sewage is included in our water discharge volumes.
Water discharges-volume by treatment method	76-100	As we do not produce wastewater of an industrial nature that would warrant for example direct metering or permitting, we are not currently able to track wastewater discharge volumes by method. We also do not perform any onsite wastewater treatment, nor do we release any wastewater to storm drains. Yet we estimate the volume of municipal supply water (purchased and estimated) that is not consumed is discharged to municipal treatment plants. Volume by treatment method refers to primary, secondary or tertiary treatment or pre-treatment/technology types before being returned to the environment. Since our sites discharge to municipal treatment plants and most municipal wastewater treatment facilities use primary and secondary levels of treatment, we have assumed secondary treatment for our water discharges. Please note that per GRI, “discharge of collected rainwater and domestic sewage is not regarded as water discharge”; however domestic sewage is included in our water discharge volumes.
Water discharge quality data- quality by standard effluent parameters	76-100	As we do not produce wastewater of an industrial nature that would warrant for example, direct metering or permitting, we do not currently have the ability to track the wastewater discharge quality. We also do not perform any onsite wastewater treatment, nor do we release any wastewater to storm drains. However, we estimate that the volume of municipal supply water (purchased and estimated) that is not consumed is discharged to municipal treatment plants. Thus, any effluents in our water discharges are treated at municipal treatment plants. Please note that according to the GRI, “discharge of collected rainwater and domestic sewage is not regarded as water discharge”; however, domestic sewage is included in our water discharge volumes.

Water aspect	% of sites/facilities/operations	Please explain
Water consumption- total volume	1-25	We estimate consumption by assuming that all water used for landscaping irrigation at our Mountain View, California campus is consumed by the landscaping. Our Mountain View campus represents 24% of our global portfolio by square footage. We cannot track consumption of drinking water by our staff, but we plan to collect water evaporated in our cooling towers in the future.
Facilities providing fully-functioning WASH services for all workers	76-100	We provide all workers at our facilities with access to water supply, adequate sanitation and hygiene. We are a member of the EICC, which commits us to the following standard globally: Workers are to be provided with ready access to clean toilet facilities, potable water and sanitary food preparation, storage, and eating facilities. Worker dormitories provided by the Participant or a labor agent are to be maintained to be clean and safe, and provided with appropriate emergency egress, hot water for bathing and showering, adequate heat and ventilation, and reasonable personal space along with reasonable entry and exit privileges.

W1.2a

Water withdrawals: for the reporting year, please provide total water withdrawal data by source, across your operations

Source	Quantity (megaliters/year)	How does total water withdrawals for this source compare to the last reporting year?	Comment
Fresh surface water	0	Not applicable	No comment
Brackish surface water/seawater	0	Not applicable	No comment
Rainwater	0	Not applicable	No comment
Groundwater - renewable	0	Not applicable	No comment
Groundwater - non-	0	Not applicable	No comment

Source	Quantity (megaliters/year)	How does total water withdrawals for this source compare to the last reporting year?	Comment
renewable			
Produced/process water	0	Not applicable	No comment
Municipal supply	442	Lower	As the Veritas business divested from Symantec during FY2016, our FY2016 quantity of 442.46 megaliters excludes the Veritas business. The previously reported FY2015 data of 791 megaliters has been updated to exclude the Veritas business. Based on the updated FY2015 total of 512.66 megaliters, our total water withdrawal decreased in FY2016 by 13.7%. This was due in part to a successful water conservation program at our Mountain View, California campus.
Wastewater from another organization	0	Not applicable	No comment
Total	442	Lower	As the Veritas business divested from Symantec during FY2016, our FY2016 quantity of 442.46 megaliters excludes the Veritas business. The previously reported FY2015 data of 791 megaliters has been updated to exclude the Veritas business (as we completed a FY2015 baseline year adjustment as part of our recent greenhouse gas reduction goal setting effort). Based on the updated FY2015 total of 512.66 megaliters, our total water withdrawal decreased in FY2016 by 13.7%. This was due in part to a successful water conservation program at our Mountain View, California campus.

W1.2b

Water discharges: for the reporting year, please provide total water discharge data by destination, across your operations

Destination	Quantity (megaliters/year)	How does total water discharged to this destination compare to the last reporting year?	Comment
Fresh surface water	0	Not applicable	No comment
Brackish surface water/seawater	0	Not applicable	No comment
Groundwater	0	Not applicable	No comment
Municipal/industrial wastewater treatment plant	419	Lower	We have conservatively estimated that all purchased municipal supply water that is not consumed is discharged to municipal treatment plants. We understand that this is a conservative estimate as some water is consumed in cooling tower evaporation that we do not currently separately track. As the Veritas business divested from Symantec during FY2016, our FY2016 quantity of 419.34 megaliters excludes the Veritas business. The previously reported FY2015 data of 791 megaliters has been updated to exclude the Veritas business. Based on the updated FY2015 total of 466.93 megaliters, our water discharge to municipal/industrial wastewater treatment plants decreased in FY2016 by 10%.
Wastewater for another organization	0	Not applicable	No comment
Total	419	Lower	We have conservatively estimated that all purchased municipal supply water that is not consumed is discharged to municipal treatment plants. We understand that this is a conservative estimate as some water is consumed in cooling tower evaporation that we have not started tracking. As the Veritas business divested from Symantec during FY2016, our FY2016 quantity of 419.34 megaliters excludes the Veritas business. The previously reported FY2015 data of 791 megaliters has been updated to exclude the Veritas business. Based on the updated FY2015 total of 466.93 megaliters, our water discharge to municipal/industrial wastewater treatment plants decreased in FY2016 by 10%.

W1.2c

Water consumption: for the reporting year, please provide total water consumption data, across your operations

Consumption (megaliters/year)	How does this consumption figure compare to the last reporting year?	Comment
23	Lower	Our consumption would include water consumed by employees as drinking water, transpiration by plants in landscaped areas and evaporation from cooling towers. We are not able to measure water consumed by employees and do not currently have data on cooling tower evaporation. We have conservatively estimated that all water used by the landscaping meters at our Mountain View, California campus is consumed by the landscaping plants. As the Veritas business divested from Symantec during FY2016, our FY2016 quantity of 23 megaliters excludes the Veritas business. The previously reported FY2015 data has been updated to exclude the Veritas business. Based on the updated FY2015 total of 46 megaliters, Mountain View landscaping water consumption decreased by 49% in FY2016. This significant decrease was a result of a number of water reduction initiatives including reduced irrigation time and frequency, replacement of lawn with drought tolerant plants and upgrades to more efficient irrigation controllers.

W1.3

Do you request your suppliers to report on their water use, risks and/or management?

Yes

W1.3a

Please provide the proportion of suppliers you request to report on their water use, risks and/or management and the proportion of your procurement spend this represents

Proportion of suppliers %	Total procurement spend %	Rationale for this coverage

Proportion of suppliers %	Total procurement spend %	Rationale for this coverage
1-25	1-25	To date we have focused our supplier engagement on those suppliers that are critical to our ability to fulfil customer orders for our physical products (e.g. hardware appliances, CDs). This is due to both their importance to our business and the water intensive nature of electronics manufacturing.

W1.3b

Please choose the option that best explains why you do not request your suppliers to report on their water use, risks and/or management

Primary reason	Please explain

W1.4

Has your organization experienced any detrimental impacts related to water in the reporting year?

No

W1.4a

Please describe the detrimental impacts experienced by your organization related to water in the reporting year

Country	River basin	Impact indicator	Impact	Description of impact	Length of impact	Overall financial impact	Response strategy	Description of response strategy

W1.4b

Please choose the option below that best explains why you do not know if your organization experienced any detrimental impacts related to water in the reporting year and any plans you have to investigate this in the future

Primary reason	Future plans

Further Information

Module: Risk Assessment

Page: W2. Procedures and Requirements

W2.1

Does your organization undertake a water-related risk assessment?

Water risks are assessed

W2.2

Please select the options that best describe your procedures with regard to assessing water risks

Risk assessment procedure	Coverage	Scale	Please explain
Water risk assessment undertaken independently of other risk assessments	Direct operations and supply chain	All facilities and some suppliers	Symantec uses the WRI Aqueduct tool to assess water risk at our own facilities and for sites of contract manufacturers who enable us to fulfill customer orders for physical product (e.g. appliances, CDs). We have no current plans to incorporate focused water risk assessment procedures into our core business processes. However, our Enterprise Resiliency Organization completes a Risk Assessment (RA) and Business Impact Analysis (BIA) every two years which addresses risks and impacts associated with individual sites. This data drives recovery strategies and plans to ensure the loss of a single site will not adversely impact our ability to continue business. Physical risks considered in the RA and BIA include natural disasters and weather events (e.g. flooding, hurricanes, drought, and sea level rise). The identified risks are included in business continuity plans where appropriate. The results of our BIA are reported to C-Level executives.

W2.3

Please state how frequently you undertake water risk assessments, what geographical scale and how far into the future you consider risks for each assessment

Frequency	Geographic scale	How far into the future are risks considered?	Comment
Annually	River basin	>6 years	We use the WRI Aqueduct tool to evaluate water risks for all of our sites. We examine the water risk and baseline water stress based on the currently available data in the Aqueduct tool as well as the projected change in water stress, based on the IPCC 2025 and 2050 B1 scenarios.
Every two years	Facility	1 to 3 years	Our Enterprise Resiliency Organization completes a Risk Assessment (RA) and Business Impact Analysis (BIA) every two years which addresses risks and impacts associated with individual sites. Physical risks considered in the RA and BIA include natural disasters and weather events, such as flooding, hurricanes,

Frequency	Geographic scale	How far into the future are risks considered?	Comment
			drought, and sea level rise. The identified risks are included in business continuity plans where appropriate.

W2.4

Have you evaluated how water risks could affect the success (viability, constraints) of your organization's growth strategy?

Not evaluated

W2.4a

Please explain how your organization evaluated the effects of water risks on the success (viability, constraints) of your organization's growth strategy?

W2.4b

What is the main reason for not having evaluated how water risks could affect the success (viability, constraints) of your organization's growth strategy, and are there any plans in place to do so in the future?

Main reason	Current plans	Timeframe until evaluation	Comment
Important but not any immediate	No	Other: No plans	No additional comments

Main reason	Current plans	Timeframe until evaluation	Comment
business priority			

W2.5

Please state the methods used to assess water risks

Method	Please explain how these methods are used in your risk assessment
WRI Aqueduct Other: internal company	We use the WRI Aqueduct tool to assess the baseline water stress (current and projected), regulatory & reputational risk and flood occurrence risk based on the locations of our operational facilities. We supplement WRI Aqueduct regional information with site specific information to determine the actual level of risk for our facilities. For example, while we have sites in Pune, India which are in a high flood occurrence zone, our sites are located on high ground and therefore not considered to present a flood concern. By way of another example, while we have sites in water scarce regions, the fact that our business activities are not water intensive reduces the inherent risk associated with these locations.

W2.6

Which of the following contextual issues are always factored into your organization's water risk assessments?

Issues	Choose option	Please explain
Current water availability and quality parameters at a local level	Relevant, included	We use the WRI Aqueduct tool which incorporates this issue. The current scope of our water risk assessment is direct operations at all Symantec facilities.
Current water regulatory frameworks and tariffs at a local level	Relevant, included	As Symantec is not a water-intensive company, most water regulations and tariffs are not significant for our business. However, we do examine the Regulatory and Reputational Risk results from the

Issues	Choose option	Please explain
		WRI Aqueduct analysis which includes all Symantec facilities
Current stakeholder conflicts concerning water resources at a local level	Relevant, included	As per our more detailed response in W2.7, we track customer, employee, investor, local community, NGO and regulator water issues and concerns. The WRI Aqueduct analysis provides data related to regulatory and reputational risk. The current scope of our water risk assessment is all Symantec facilities at the local facility level. We plan to include those key supplier sites in our future water risk assessments.
Current implications of water on your key commodities/raw materials	Relevant, not yet included	Symantec is a security and information management software development company that is not water-intensive. We do not purchase raw materials directly. However, our key suppliers do purchase raw materials to fulfill customer orders for our physical products. We plan to include those key supplier sites in our water risk assessments over the next 1-3 years.
Current status of ecosystems and habitats at a local level	Relevant, included	We use the WRI Aqueduct tool which incorporates this issue. The current scope of our water risk assessment is all Symantec facilities at the local facility level.
Current river basin management plans	Relevant, included	We use the WRI Aqueduct tool which incorporates river basin data in the water risk assessment. The current scope of our water risk assessment is all Symantec facilities.
Current access to fully-functioning WASH services for all employees	Relevant, included	We provide all workers at our facilities with access to water supply, adequate sanitation and hygiene. We are a member of the EICC, which commits us to the following standard globally: Workers are to be provided with ready access to clean toilet facilities, potable water and sanitary food preparation, storage, and eating facilities. Worker dormitories provided by the Participant or a labor agent are to be maintained to be clean and safe, and provided with appropriate emergency egress, hot water for bathing and showering, adequate heat and ventilation, and reasonable personal space along with reasonable entry and exit privileges.
Estimates of future changes in water availability at a local level	Relevant, included	We use the WRI Aqueduct tool which incorporates this issue. The current scope of our water risk assessment is all Symantec facilities at the local facility level.
Estimates of future potential regulatory changes at a local level	Relevant, not yet included	As our direct operations are not a water-intensive business, most local regulations are not significant for our business. While we do examine the Regulatory and Reputational risk results from the WRI Aqueduct analysis, the WRI Aqueduct results only provide information on current Regulatory and Reputational risk and not future potential Regulatory and Reputational risk.
Estimates of future potential stakeholder conflicts at a local level	Relevant, included	As per our more detailed response in W2.7, we track customer, employee, investor, local community, NGO and regulator water issues and concerns. The WRI Aqueduct analysis provides data related to regulatory and reputational risk but only for current conditions. However, it does provide future water risk data at the local facility/community level. The current scope of our water risk assessment is all Symantec facilities at the local facility level.
Estimates of future implications of water on your key commodities/raw materials	Relevant, not yet included	Symantec is a security and information management software development company that is not water-intensive. We do not purchase raw materials directly. However, our key suppliers do purchase raw materials to fulfill customer orders for our physical products. We plan to include those key supplier sites in our water risk assessments over the next 1-3 years.

Issues	Choose option	Please explain
Estimates of future potential changes in the status of ecosystems and habitats at a local level	Not evaluated	We use the WRI Aqueduct tool which incorporates this issue. The current scope of our water risk assessment is all Symantec facilities. Unfortunately, the WRI Aqueduct results do not include information on future potential changes to ecosystems and habitats.
Scenario analysis of availability of sufficient quantity and quality of water relevant for your operations at a local level	Relevant, included	We use the WRI Aqueduct tool which incorporates this issue. The current scope of our water risk assessment is all Symantec facilities at the facility level. The WRI Aqueduct tool includes Optimistic, Pessimistic and Business as Usual scenarios for 2020, 2030 and 2040 for water stress, water supply and water demand.
Scenario analysis of regulatory and/or tariff changes at a local level	Not evaluated	As our direct operations are not a water-intensive business, most local regulations are not significant for our business. While we do examine the Regulatory and Reputational Risk results from the WRI Aqueduct analysis, the WRI Aqueduct results do not include scenario analysis of regulatory or tariff changes at a local level.
Scenario analysis of stakeholder conflicts concerning water resources at a local level	Relevant, included	As per our more detailed response in W2.7, we track customer, employee, investor, local community, NGO and regulator water issues and concerns. The WRI Aqueduct includes Optimistic, Pessimistic and Business as Usual scenarios for 2020, 2030 and 2040 for water stress, water supply and water demand at the local facility/community level. The current scope of our water risk assessment is all Symantec facilities at the local facility level.
Scenario analysis of implications of water on your key commodities/raw materials	Relevant, not yet included	Symantec is a security and information management software development company that is not water-intensive. We do not purchase raw materials directly. However, our key suppliers do purchase raw materials to fulfill customer orders for our physical products. We plan to include those key supplier sites in our future water risk assessments using the WRI Aqueduct tool, which includes Optimistic, Pessimistic and Business as Usual scenarios for 2020, 2030 and 2040 for water stress, water supply and water demand.
Scenario analysis of potential changes in the status of ecosystems and habitats at a local level	Not evaluated	We use the WRI Aqueduct tool which incorporates this issue based on current conditions only. The current scope of our water risk assessment is all Symantec facilities at the local facility level. Unfortunately, the WRI Aqueduct results do not include scenario analysis of potential changes to ecosystems and habitats.
Other	Not relevant, explanation provided	No further issues have been identified to evaluate.

W2.7

Which of the following stakeholders are always factored into your organization's water risk assessments?

Stakeholder	Choose option	Please explain
Customers	Relevant, included	We actively track and respond to all customer inquiries on corporate responsibility (CR) matters. In addition, as part of our CR materiality analysis, we periodically analyze inputs from a range of stakeholders, including customers, to prioritize the importance of a range of issues, including water use, to them. We are required by our larger customers and partners to certify that we have a detailed, documented capability to continue business operations without disruption.
Employees	Relevant, included	Any employee concerns regarding water are channelled through our Facilities group and/or Symantec's Global Green Team and are taken into account in considering environmental management priorities.
Investors	Relevant, included	We actively track and respond to all direct and indirect (e.g. SRI analysts) investor interest on corporate responsibility (CR) matters, including water, and we take this into account in determining our overall environmental management priorities. As part of our CR materiality analysis, we periodically analyze inputs from stakeholders, including investors and research and rating organizations to prioritize the importance of a range of issues, including water use, to them.
Local communities	Relevant, included	Using the WRI Aqueduct tool to evaluate water risk, we are looking at and including the availability of water in the local communities where Symantec has facilities.
NGOs	Relevant, included	As part of our Corporate Responsibility materiality analysis, we periodically analyze inputs from customers, investors, nongovernmental organizations, peers, regulators, and research and rating organizations to prioritize the importance of a range of issues, including water use, to them.
Other water users at a local level	Not evaluated	No further explanation
Regulators	Relevant, included	Our Facilities group tracks applicable local legislation, such as any related to water discharges and water use. We also track any relevant environmental fines or penalties as well as communications from local regulators (none received during the reporting period).
River basin management authorities	Not evaluated	No further explanation
Statutory special interest groups at a local level	Not evaluated	We are not aware of any statutory special interest groups that have an interest in Symantec's water use.
Suppliers	Relevant, included	During 2015, we included in our WRI Aqueduct analysis key supplier sites that are critical to our ability to fulfil customer orders for our physical products.
Water utilities/suppliers at a local level	Not evaluated	No further explanation
Other	Not evaluated	No further explanation

W2.8

Please choose the option that best explains why your organisation does not undertake a water-related risk assessment

Primary reason	Please explain

Further Information

Module: Implications

Page: W3. Water Risks

W3.1

Is your organization exposed to water risks, either current and/or future, that could generate a substantive change in your business, operations, revenue or expenditure?

No

W3.2

Please provide details as to how your organization defines substantive change in your business, operations, revenue or expenditure from water risk

For the purpose specifically of assessing water risk, a business change would be considered substantive if it resulted in a change in expenditure and/or revenue of 5% or more. A change would also be considered substantive if it directly impacts our corporate reputation and/or brand value and/or if it directly affects the wellbeing of our employees. This definition encompasses our direct operations and supply chain.

W3.2a

Please provide the number of facilities* per river basin exposed to water risks that could generate a substantive change in your business, operations, revenue or expenditure and the proportion this represents of total operations company-wide

Country	River basin	Number of facilities exposed to water risk	Proportion of total operations (%)	Comment

W3.2b

Please provide the proportion of financial value that could be affected at river basin level associated with the facilities listed in W3.2a

Country	River basin	Financial reporting metric	Proportion of chosen metric that could be affected within the river basin	Comment

W3.2c

Please list the inherent water risks that could generate a substantive change in your business, operations, revenue or expenditure, the potential impact to your direct operations and the strategies to mitigate them

Country	River basin	Risk driver	Potential impact	Description of impact	Timeframe	Likelihood	Magnitude of potential financial impact	Response strategy	Costs of response strategy	Details of strategy and costs

W3.2d

Please list the inherent water risks that could generate a substantive change in your business operations, revenue or expenditure, the potential impact to your supply chain and the strategies to mitigate them

Country	River basin	Risk driver	Potential impact	Description of impact	Timeframe	Likelihood	Magnitude of potential financial impact	Response strategy	Costs of response strategy	Details of strategy and costs

W3.2e

Please choose the option that best explains why you do not consider your organization to be exposed to water risks in your direct operations that could generate a substantive change in your business, operations, revenue or expenditure

Primary reason	Please explain
Risks exist, but no substantive impact anticipated	While we are not a water intensive company, increased water prices and/or water use restrictions could have minor business impacts for larger facilities located in water stressed regions. We take steps to conserve water at these locations. Our Enterprise Resiliency Organization (ERO) completes a Risk Assessment (RA) and Business Impact Analysis (BIA) every 2 years which addresses risks and impacts associated with individual sites. Physical risks considered in the RA and BIA include climate related events, such as flooding,

Primary reason	Please explain
	hurricanes, drought, and sea level rise. Where we have sites in locations that are prone to such impacts, our ERO drives plans to ensure that the loss of individual sites will not adversely affect Symantec's business continuity. Symantec conducts a materiality analysis bi-annually to prioritize the corporate responsibility (CR) issues of most relevance to our business and highest importance to our stakeholders. We conduct our materiality analyses by compiling information on topics of potential interest from various sources such as customer RFPs, investor requests, media coverage, peer reports, industry and trade association documents, and internal/external surveys and stakeholder interviews. We score the topics, and place them on a matrix through discussions with CR team members and company executives. Our 2016 analysis determined that while water is increasing in its importance to external stakeholders, it is not a material CR issue for our business.

W3.2f

Please choose the option that best explains why you do not consider your organization to be exposed to water risks in your supply chain that could generate a substantive change in your business, operations, revenue or expenditure

Primary reason	Please explain
Risks exist, but no substantive impact anticipated	Some of Symantec's contract manufacturers operate in water stressed areas and/or areas that are prone to severe weather events and flooding. Our geographically distributed manufacturing supply chain enables us to maintain manufacturing operations in the event that an individual supplier location is unable to operate for any length of time. We are still in the early stages of examining if any water intensive supply chain activities present business risks to us.

W3.2g

Please choose the option that best explains why you do not know if your organization is exposed to water risks that could generate a substantive change in your business operations, revenue or expenditure and discuss any future plans you have to assess this

Primary reason	Future plans

Further Information

Page: W4. Water Opportunities

W4.1

Does water present strategic, operational or market opportunities that substantively benefit/have the potential to benefit your organization?

No

W4.1a

Please describe the opportunities water presents to your organization and your strategies to realize them

Country or region	Opportunity	Strategy to realize opportunity	Estimated timeframe	Please explain

W4.1b

Please choose the option that best explains why water does not present your organization with any opportunities that have the potential to provide substantive benefit

Primary reason	Please explain
Opportunities exist, but nothing substantive	Symantec's focus is providing best-in-class anti-virus and IT security products and services to its customers. To date, we have not identified any water-related opportunities as having the potential to drive a substantive change in our products, services, markets and associated revenue. We track customer interest in our Corporate Responsibility policies and practices. To date, we have not identified any significant customer interest in our water-related policies and practices. By conserving water we will reduce our operating costs; however as we are not a water intensive business, water costs represent significantly less than 1% of our overall operating costs.

W4.1c

Please choose the option that best explains why you do not know if water presents your organization with any opportunities that have the potential to provide substantive benefit

Primary reason	Please explain

Further Information

Module: Accounting

Page: W5. Facility Level Water Accounting (I)

W5.1

Water withdrawals: for the reporting year, please complete the table below with water accounting data for all facilities included in your answer to W3.2a

Facility reference number	Country	River basin	Facility name	Total water withdrawals (megaliters/year) at this facility	How does the total water withdrawals at this facility compare to the last reporting year?	Please explain

Further Information

Page: W5. Facility Level Water Accounting (II)

W5.1a

Water withdrawals: for the reporting year, please provide withdrawal data, in megaliters per year, for the water sources used for all facilities reported in W5.1

Facility reference number	Fresh surface water	Brackish surface water/seawater	Rainwater	Groundwater (renewable)	Groundwater (non-renewable)	Produced/process water	Municipal water	Wastewater from another organization	Comment

W5.2

Water discharge: for the reporting year, please complete the table below with water accounting data for all facilities included in your answer to W3.2a

Facility reference number	Total water discharged (megaliters/year) at this facility	How does the total water discharged at this facility compare to the last reporting year?	Please explain

W5.2a

Water discharge: for the reporting year, please provide water discharge data, in megaliters per year, by destination for all facilities reported in W5.2

Facility reference number	Fresh surface water	Municipal/industrial wastewater treatment plant	Seawater	Groundwater	Wastewater for another organization	Comment

W5.3

Water consumption: for the reporting year, please provide water consumption data for all facilities reported in W3.2a

Facility reference number	Consumption (megaliters/year)	How does this compare to the last reporting year?	Please explain

W5.4

For all facilities reported in W3.2a what proportion of their water accounting data has been externally verified?

Water aspect	% verification	What standard and methodology was used?

Further Information

Module: Response

Page: W6. Governance and Strategy

W6.1

Who has the highest level of direct responsibility for water within your organization and how frequently are they briefed?

Highest level of direct responsibility for water issues	Frequency of briefings on water issues	Comment
Senior Manager/Officer	Other: Every Two Years	Our biennial Risk Assessment and Business Impact Analysis address risks and impacts associated with individual sites. This analysis drives appropriate recovery strategies and plans to ensure the loss of a single site will not adversely impact the company's ability to continue business. Physical risks considered include natural disasters and weather events, such as flooding, hurricanes, drought, and sea level rise. The results are reported to C-Level executives. We conduct a Corporate Responsibility materiality analysis every two years, which includes the topic of water. The results of our materiality analysis are reported to Company Executives.

W6.2

Is water management integrated into your business strategy?

No

W6.2a

Please choose the option(s) below that best explain how water has positively influenced your business strategy

Influence of water on business strategy	Please explain

W6.2b

Please choose the option(s) below that best explains how water has negatively influenced your business strategy

Influence of water on business strategy	Please explain

W6.2c

Please choose the option that best explains why your organization does not integrate water management into its business strategy and discuss any future plans to do so

Primary reason	Please explain
Water does not pose a substantive risk to the business strategy	Symantec does not integrate water management into its business strategy as water is not a critical component of our business. We do have direct operations in water stressed regions, including California which has been facing unprecedented drought conditions. However, we do not conduct manufacturing or other water-intensive activities and, in response to the California drought, we have conserved water at our Mountain View headquarters without any detrimental impacts on our business. Our Enterprise Resiliency

Primary reason	Please explain
	Organization conducts an analysis every two years, driving strategies and plans to ensure that the loss of individual sites, e.g. from severe flooding, will not adversely affect Symantec's business continuity.

W6.3

Does your organization have a water policy that sets out clear goals and guidelines for action?

Yes

W6.3a

Please select the content that best describes your water policy (tick all that apply)

Content	Please explain why this content is included
Publicly available Company-wide Performance standards for direct operations Performance standards for supplier, procurement and contracting best practice Incorporated within group environmental, sustainabiilty or EHS policy	Our Corporate Environmental Policy includes a commitment to 'Implement water reduction measures at those sites that are located in water stressed regions'. While our direct operations are not water intensive, our headquarters campus is located in California which has been experiencing unprecedented drought conditions and we are committed to conserving water where possible. We also commit in our Policy to 'Taking climate change, water supply and other environmental factors into consideration when locating and designing our data centers.' This reflects the fact that data centers can have relatively high water demand depending on the cooling technologies applied. Our Policy commits us to 'Partnering with suppliers to monitor key impacts in our supply chain and to identify and deliver performance improvements.' To this end, we have started to engage suppliers who are critical to our ability to fulfill physical product orders (e.g. CDs, hardware appliances) to understand their current water management practices.

W6.4

How does your organization's water-related capital expenditure (CAPEX) and operating expenditure (OPEX) during the most recent reporting year compare to the previous reporting year?

Water CAPEX (+/- % change)	Water OPEX (+/- % change)	Motivation for these changes
	-11.6	While we experienced a 13.7% decrease in volume of water purchased, the direct water costs decreased by 11.6%. The decrease in water volume was slightly offset by increased water charges that have been introduced during the Californian drought.

Further Information

Page: W7. Compliance

W7.1

Was your organization subject to any penalties, fines and/or enforcement orders for breaches of abstraction licenses, discharge consents or other water and wastewater related regulations in the reporting year?

No

W7.1a

Please describe the penalties, fines and/or enforcement orders for breaches of abstraction licenses, discharge consents or other water and wastewater related regulations and your plans for resolving them

Facility name	Incident	Incident description	Frequency of occurrence in reporting year	Financial impact	Currency	Incident resolution

W7.1b

What proportion of your total facilities/operations are associated with the incidents listed in W7.1a

W7.1c

Please indicate the total financial impacts of all incidents reported in W7.1a as a proportion of total operating expenditure (OPEX) for the reporting year. Please also provide a comparison of this proportion compared to the previous reporting year

Impact as % of OPEX	Comparison to last year

Further Information

Page: W8. Targets and Initiatives

W8.1

Do you have any company wide targets (quantitative) or goals (qualitative) related to water?

Yes, goals only

W8.1a

Please complete the following table with information on company wide quantitative targets (ongoing or reached completion during the reporting period) and an indication of progress made

Category of target	Motivation	Description of target	Quantitative unit of measurement	Base-line year	Target year	Proportion of target achieved, % value

W8.1b

Please describe any company wide qualitative goals (ongoing or reached completion during the reporting period) and your progress in achieving these

Goal	Motivation	Description of goal	Progress
Engagement with public policy makers to advance sustainable water policies and management	Water stewardship	Our goal is to participate in multi-stakeholder initiatives that aim to promote effective public policy on water conservation in drought stricken California where we are headquartered.	We participate in the CERES Connect our Drops campaign and during 2015 we signed on to support 3 policies designed to promote sustainable water management in California. These policies include SB555 on minimizing and reporting water leaks, AB1463 on removing barriers to onsite water recycling and SB20 on groundwater management and reporting.
Other: Water conservation	Water stewardship	Our goal is to reduce our use of water where possible at our sites in California which is facing unprecedented drought conditions.	We are working on a number of fronts to reduce our water demand in California. We have reduced water for landscaping, including cutting back on irrigation frequencies, turning off fountains pruning and mulching to reduce the need for watering, and replacing turf with drought resistant planting. We have cut back significantly on window washing, and specifically pressure washing. We are also developing signage and email bulletins to encourage our employees to cut back on water usage where possible. Thanks to our water conservation efforts at our Mountain View

Goal	Motivation	Description of goal	Progress
			headquarters, we used on average 500,000 gallons less per month for irrigation during 2015 than we did in 2014 and reduced our total water use in Mountain View by 50% over a 2 year period.

W8.1c

Please explain why you do not have any water-related targets or goals and discuss any plans to develop these in the future

Further Information

Module: Linkages/Tradeoff

Page: W9. Managing trade-offs between water and other environmental issues

W9.1

Has your organization identified any linkages or trade-offs between water and other environmental issues in its value chain?

Yes

W9.1a

Please describe the linkages or trade-offs and the related management policy or action

Environmental issues	Linkage or trade-off	Policy or action
Climate change and water stress	Linkage	According to the California Department of Water Resources, climate change is having a profound effect on California's water resources, as evidenced by changes in snowpack, sea level, and river flows. These changes are expected to continue in the future and more of California's precipitation will likely fall as rain instead of snow. This potential change in weather patterns will exacerbate flood risks and add additional challenges for water supply reliability. As a company that is headquartered in California we have an important responsibility to take action on a number of fronts – to reduce our GHG emissions (during FY16 we set a new goal to reduce our global scope 1 and 2 GHG emissions by 30% over 10 years), to do what we can to conserve water across our California operations (our total Mountain View headquarters water use reduced by 47% between FY15 and FY16), and to advocate for meaningful clean energy and water resource management policies, which we do through our membership of the CERES BICEP and Connect the Drops campaigns.

Further Information

Module: Sign Off

Page: Sign Off

W10.1

Please provide the following information for the person that has signed off (approved) your CDP water response

Name	Job title	Corresponding job category
Cecily Joseph	Vice President, Corporate Responsibility	Environment/Sustainability manager

W10.2

Please select if your organization would like CDP to transfer your publicly disclosed response strategy from questions W1.4a, W3.2c and W3.2d to the CEO Water Mandate Water Action Hub.

No

Further Information

CDP 2016 Water 2016 Information Request