

GRI/SASB Indices

GRI Disclosures

GRI 102 – Organizational Profile

Disclosure Number	Description	Page Number(s) and/or URL
102-1	Name of the Organization	Paychex, Inc.
102-2	Activities, brands, products, and services: organization's activities	paychex.com/corporate
102-3	Location of headquarters	Proxy Statement Page 3: https://d1io3yog0oux5.cloudfront.net/1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=8
102-4	Location of operations	locations.paychex.com
102-5	Ownership and legal form	10-K Page 3: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=5
102-6	Markets served	Paychex, Inc. serves markets in the United States, Germany, Denmark, and Sweden. 10-K Page 8: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=10 and paychex.com/corporate and 10-K Page 5: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=7

Disclosure Number	Description	Page Number(s) and/or URL
102-7	Scale of the organization	10-K Page 3: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=5 and 10-K Page 8: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=10 and 10-K Page 18: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=20
102-8	Information on employees and other workers	10-K Page 8: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=10 and 10-K Page 9: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=11 and CSR Report Page 21
102-12	External initiatives	paychex.com/corporate/paychex-charitable-foundation
General Disclosures GRI 102 – Strategy		
102-14	Statement from senior decision-maker	CSR Report Page 3
102-15	Key impacts, risks, and opportunities	10-K Page 9: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=11

General Disclosures

GRI 102 – Ethics & Integrity

Disclosure Number	Description	Page Number(s) and/or URL
102-16	Values, principles, standards, and norms of behavior	paychex.com/corporate/corporate-responsibility and CSR Report, Page 4
102-17	Mechanisms for advice and concerns about ethics	paychex.com/corporate/corporate-responsibility/ethics and paychex.com/sites/default/files/2018-07/LR_89985_Paychex_EthicsBrochure.pdf

General Disclosures

GRI 102 – Governance

102-18	Governance structure	Proxy Statement Pages 15-16: https://d1io3yog0oux5.cloudfront.net/_1b-490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=20
102-19	Delegating authority	Proxy Statement Page 3: https://d1io3yog0oux5.cloudfront.net/_1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=8
102-20	Executive-level responsibility for economic, environmental, and social topics	paychex.com/corporate/corporate-responsibility/ethics
102-22	Composition of the highest governance body and its committees	Proxy Statement Pages 5-9: https://d1io3yog0oux5.cloudfront.net/_1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=10 and Proxy Statement Pages 15-18: https://d1io3yog0oux5.cloudfront.net/_1b-490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=20

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102-23	Chair of the highest governance body	Proxy Statement Page 15: https://d1io3yog0oux5.cloudfront.net/_1b-490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=20
102-24	Nominating and selecting the highest governance body	Proxy Statement Pages 18-19: https://d1io3yog0oux5.cloudfront.net/_1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=23
102-25	Conflicts of interest	Proxy Statement Page 19: https://d1io3yog0oux5.cloudfront.net/_1b-490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=24
102-26	Role of highest governance body in setting purpose, values, and strategy	paychex.com/sites/default/files/2020-07/gov-andcompcharter.pdf
102-28	Evaluating the highest governance body's performance	paychex.com/sites/default/files/2020-07/gov-andcompcharter.pdf and Proxy Statement Pages 15, 32: https://d1io3yog0oux5.cloudfront.net/_1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=20
102-29	Identifying and managing economic, environmental, and social impacts	paychex.com/sites/default/files/2020-07/gov-andcompcharter.pdf
102-30	Effectiveness of risk management processes	paychex.com/sites/default/files/2020-07/gov-andcompcharter.pdf
102-31	Review of economic, environmental, and social topics	paychex.com/sites/default/files/2020-07/gov-andcompcharter.pdf
102-32	Highest governance body's role in sustainability reporting	paychex.com/sites/default/files/2020-07/gov-andcompcharter.pdf and Proxy Statement Pages 17-18: https://d1io3yog0oux5.cloudfront.net/_1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=22

Disclosure Number	Description	Page Number(s) and/or URL
102-33	Communicating critical concerns	paychex.com/sites/default/files/2018-07/LR_89985_Paychex_EthicsBrochure.pdf
102-35	Remuneration policies	<p>Proxy Statement Page 33: https://d1io3yog0oux5.cloudfront.net/1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=38</p> <p>and Proxy Statement Page 34: https://d1io3yog0oux5.cloudfront.net/1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=39</p> <p>and Proxy Statement Page 40: https://d1io3yog0oux5.cloudfront.net/1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=45</p> <p>and Proxy Statement Page 41: https://d1io3yog0oux5.cloudfront.net/1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=46</p> <p>and Proxy Statement Page 89: https://d1io3yog0oux5.cloudfront.net/1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=89</p>
102-36	Process for determining remuneration	<p>Proxy Statement Page 20: https://d1io3yog0oux5.cloudfront.net/1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=25</p> <p>and Proxy Statement Page 32: https://d1io3yog0oux5.cloudfront.net/1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=37</p> <p>and Proxy Statement Page 41: https://d1io3yog0oux5.cloudfront.net/1b490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=46</p>

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102-37	Stakeholders' involvement in remuneration	Proxy Statement Page 22: https://d1io3yog0oux5.cloudfront.net/_1b-490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=27 and Proxy Statement Page 23: https://d1io3yog0oux5.cloudfront.net/_1b-490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=28
102-38	Annual total compensation ratio	Proxy Statement Pages 44-45: https://d1io3yog0oux5.cloudfront.net/_1b-490235b3290e8c38ae5830e8ac572f/paychex/db/934/7727/file/2020+Proxy+Statement+webready+pdf.pdf#page=49

General Disclosures

GRI 102 – Reporting Practice

102-45	Entities included in the consolidated financial statements	List of material subsidiaries: 10-K Page 43: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=45 and 10-K Page 80: https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?FilingID=14277277&Cik=0000723531&Type=PDF&hasPdf=1#page=83
102-50	Reporting period	CSR Report, cover page
102-51	Date of most recent report	November 2019
102-52	Reporting cycle	Annual
102-53	Contact point for questions regarding the report	public_relations@paychex.com
102-54	Claims of reporting in accordance with the GRI Standards	CSR Report, page 2

Disclosure Number	Description	Page Number(s) and/or URL
102-55	GRI content index	https://www.paychex.com/sites/default/files/2020-09/csr-report-2020-index.pdf
Economic Disclosures GRI 201 – Economic Performance		
201-1	Direct economic value generated and distributed	https://otp.investis.com/clients/us/paychex_inc/SEC/sec-show.aspx?Filin-gID=14277277&Cik=0000723531&Type=PD-F&hasPdf=1
201-3	Defined benefit plan obligations and other retirement plans	CSR Report, page 6
Economic Disclosures GRI 202 – Market Presence		
202-2	Proportion of senior management hired from the local community	CSR Report, page 21
Economic Disclosures GRI 203 – Indirect Economic Impacts		
203-1	Infrastructure investments and services supported	CSR Report, page 23-25
203-2	Significant indirect economic impacts	CSR Report, pages 26-29
Economic Disclosures GRI 205 – Anti-corruption		
205	Management approach	CSR Report, pages 40-41
205-3	Confirmed incidents of corruption and actions taken	CSR Report, page 41

Economic Disclosures

GRI 206 – Anti-competitive Behavior

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206	Management Approach	CSR Report, page 41

Environmental Disclosures

GRI 302 – Energy

302-1	Energy consumption within the organization	CSR Report, page 32
302-3	Energy intensity	CSR Report, page 33

Environmental Disclosures

GRI 305 – Emissions

305-1	Direct (Scope 1) GHG Emissions	CSR Report, page 34
305-2	Energy indirect (Scope 2) GHG Emissions	CSR Report, page 34
305-4	GHG emissions intensity	CSR Report, page 35

Environmental Disclosures

GRI 306 – Effluents and Waste

306-2	Waste by type and disposal method	CSR Report, pages 35-36
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Social Disclosures

GRI 401 – Employment

401-2	Benefits provided to full-time employees that are not provided to temporary or part-time employees	CSR Report, pages 6-7
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401-3	Parental leave	CSR Report, pages 7-9
Social Disclosures GRI 403 – Occupational Health and Safety		
403-1	Occupational health and safety management system	CSR Report, pages 12-13
403-2	Hazard identification, risk assessment, and incident investigation	CSR Report, pages 12-13
403-3	Occupational health services	CSR Report, page 13
403-4	Worker participation, consultation, and communication on occupational health and safety	CSR Report, page 12
403-5	Worker training on occupational health and safety	CSR Report, page 13
403-6	Promotion of worker health	CSR Report, pages 7, 10-12, 14-18
Social Disclosures GRI 404 – Training and Education		
404-1	Average hours of training per year per employee	CSR Report, page 19
404-2	Programs for upgrading employee skills and transition assistance programs	CSR Report, page 20
Social Disclosures GRI 412 – Human Rights Assessment		
412-2	Employee training on human rights policies or procedures	CSR Report, page 41

Social Disclosures

GRI 418 – Customer Privacy

Disclosure Number	Description	Page Number(s) and/or URL
418	Management Approach	CSR Report, page 38-39

SASB Index

Industry Group: Software & IT Services

Topic	Code	Accounting Metric	Page Number
Environmental Footprint of Hardware Infrastructure	TC-SI-130a.1	(1) Total energy consumed	CSR Report, page 32
		(2) Percentage grid electricity	CSR Report, page 33