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Economic

Metric	Units	Value - FY21	Page Number(s) and/or URL
Total revenue	\$ Millions	3997.5	Annual Report on Form 10-K, Page 41
Net earnings from continuing operations	\$ Millions	1097.5	Annual Report on Form 10-K, Page 41
Diluted earnings per share	\$	3.03	Annual Report on Form 10-K, Page 41
Annual cash dividend declared per share	\$	2.52	Annual Report on Form 10-K, Page 30
Amount of capital returns to shareholders via dividends and share repurchases	\$ Millions	1061.3	Annual Report on Form 10-K, Page 44

Environmental

GHG Emissions Consolidation Method	-	Financial Control	
GHG Emissions - Scope 1	metric ton CO ₂ eq.	2793	CSR Report, Page 57
GHG Emissions - Scope 2 - location-based	metric ton CO ₂ eq.	2956	CSR Report, Page 58
GHG Emissions - Scope 2 - market-based	metric ton CO ₂ eq.	2953	CSR Report, Page 58
GHG Emissions - Scope 3 - Employee Commuting	metric ton CO ₂ eq.	670.8	CSR Report, Page 59

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Metric	Units	Value - FY21	Page Number(s) and/or URL
GHG Emissions - Scope 3 - Business Travel	metric ton CO2 eq.	102.1	CSR Report, Page 59
GHG Emissions - Scope 3 - Upstream Leased Assets	metric ton CO2 eq.	9070.8	CSR Report, Page 59
GHG Emissions intensity - Scope 1 + Scope 2 (market-based)	metric ton CO2 eq./\$ of revenue	0.0000014	CSR Report, Page 59
GHG Emissions intensity - Scope 1 + Scope 2 (market-based)	metric ton CO2 eq./sq. m of floor space	0.057	CSR Report, Page 59
GHG Emissions reduction initiatives	Yes/No	Yes	CSR Report, Pages 52-53 CSR Report, Page 60
GHG Emissions reduction goal	Yes/No	Yes	CSR Report, Page 57
Board oversight of corporate sustainability, including climate-related issues	Yes/No	Yes, Governance & Compensation Committee of the Board of Directors is responsible for oversight of corporate sustainability, including climate-related issues	Charter of the Governance & Compensation Committee of the Board of Directors, Page 2 CDP Climate Change disclosure Pages 2-3
Total energy usage in owned facilities	GJ	145,001.76	CSR Report, Page 54
Total electrical power usage in owned facilities	GJ	90,153.56	CSR Report, Page 54
Energy intensity ratio for owned facilities	GJ/\$ of Revenue	0.000036	CSR Report, Page 55
Energy intensity ratio for owned facilities	GJ/sq meter floor space	1.43	CSR Report, Page 55

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Normalized electrical power use	Yes/No	Yes	CSR Report, Page 55
Power Usage Effectiveness (PUE) scores for owned data centers	-	1.966	CSR Report, Page 52 - figure provided for calendar year 2020
Energy conservation programs	Yes/No	Yes	CSR Report, Pages 52-53
Environmental Policy	Yes/No	Yes	Environmental Policy
Waste recycling program	Yes/No	Yes	CSR Report, Pages 61-62
E-waste recycled	Number of units	13850	CSR Report, Page 61
Disclosure on paper usage in offices	Yes/No	Yes	CSR Report, Page 60
Company a Task Force on Climate-related Disclosures (TCFD) supporter?	Yes/No	Yes	CSR Report, Page 51 List of supporters on TCFD website
TCFD aligned disclosures on governance, strategy, assessment processes and the financial impact of climate-related risks and opportunities, and the metrics to manage them	Yes/No	Yes, through our CDP Climate Change disclosure	2021 CDP Climate Change Response
Low-carbon products	Yes/No	Yes	CSR Report, Page 60
Number of employees	-	Approx. 15,000	Annual Report on Form 10-K, Page 9

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Social			
Metric	Units	Value - FY21	Page Number(s) and/or URL
Workforce age disclosure	Yes/No	Yes	CSR Report, Page 40
Workforce gender disclosure	Yes/No	Yes	CSR Report, Page 40
Gender pay parity	Yes/No	Yes	CSR Report, Page 23
Initiatives for diversity in hiring	Yes/No	Yes	CSR Report, Page 19
Inclusion and diversity policy	Yes/No	Yes	Inclusion and Diversity Policy
Fair wage policy	Yes/No	Yes	Fair Wage Policy
Talent pipeline development strategy	Yes/No	Yes, we have a talent pipeline development strategy and several initiatives to implement it	Examples of initiatives: Example 1 Example 2 Example 3
Employee training on diversity, inclusion, and unconscious bias	Yes/No	Yes	CSR Report, Page 21
Programs for employee career development	Yes/No	Yes	Careers website
Comprehensive and inclusive benefits	Yes/No	Yes	CSR Report, Page 27-29, 31, 34-35, 37-38 Pre-boarding website

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Mental health included covered in health insurance	Yes/No	Yes, treatment of mental health disorders by behavioral healthcare providers are covered	
Leadership development programs	Yes/No	Yes, Paychex has a team dedicated to providing development and coaching for leaders throughout their careers and support for team development and performance	
Programs for regular performance appraisals and feedback processes	Yes/No	Yes, Paychex has a process to appraise employee performance every four months	
Disclosure on average hours of training by gender	Yes/No	Yes	CSR Report, Page 38
Disclosure on average hours of training by job level	Yes/No	Yes	CSR Report, Page 39
Workforce training and development programs	Number of programs	nearly 5500	CSR Report, Page 39
Participation in women in leadership mentoring program	Number of employees	317	CSR Report, Page 39
Disclosure on tuition reimbursement program	Yes/No	Yes	CSR Report, Pages 26 CSR Report, Pages 39
Employee engagement score	%	81%	CSR Report, Page 40
Leadership roles held by women	%	54%	CSR Report, Page 40

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Non-discrimination policy	Yes/No	Yes	CSR Report, Pages 23-24
Initiatives to promote diversity, equity and inclusion	Yes/No	Yes	CSR Report, Pages 18-22
Managerial and board-level responsibility for diversity initiatives	Yes/No	Yes	CSR Report, Page 20
CEO signatory to CEO Action for Diversity & Inclusion™ pledge	Yes/No	Yes	CSR Report, Page 20
Commitment to equal opportunity employment	Yes/No	Yes	CSR Report, Page 23
Human rights policy aligned with international standards	Yes/No	Yes	Human Rights Policy
Human rights policy addresses freedom of expression	Yes/No	Yes	Human Rights Policy, Page 1
Statement supporting right to collective bargaining	Yes/No	Yes	Human Rights Policy, Page 1
Paid family leave	Yes/No	Yes	CSR Report, Pages 27-28
Health and safety initiatives	Yes/No	Yes	CSR Report, Pages 32-33
Community initiatives	Yes/No	Yes	CSR Report, Pages 22 CSR Report, Pages 42-45
Philanthropy aligned with the United Nations Sustainable Development Goals	Yes/No	Yes	CSR Report, Page 43

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Commitment to protecting personal health information of employees	Yes/No	Yes	CSR Report, Page 36
Governance			
Corporate Social Responsibility Report aligned with the Global Reporting Initiative (GRI) and Sustainability Accounting Standards Board (SASB) standards	Yes/No	Yes	CSR Report GRI Index SASB Index
Board Composition			
Size of board		10	Proxy Statement, Page 4
Number of independent directors		8	Proxy Statement, Page 4
Percentage of directors who are independent	%	80	
Independence of committees		Audit, Investment, and Governance and Compensation Committees are independent	Proxy Statement, Page 19
Board average age	Years	65.7	
Average independent director tenure	Years	11.4	
Disclosures about directors' relevant skills	Yes/No	Yes	Proxy Statement, Page 5

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Board performance review policy	Yes/No	Yes	Corporate Governance Guidelines, Page 4
Disclosures about directors' memberships of other public company boards	Yes/No	Yes	Proxy Statement, Pages 6-10
Disclosure of board committees and their charters	Yes/No	Yes	Investor Relations Website
Audit Committee with all independent members	Yes/No	Yes	Proxy Statement, Pages 4, 19
Governance and Compensation Committee with all independent members	Yes/No	Yes	Proxy Statement, Pages 4, 19
Board Diversity			
Number of women on the board		2	Proxy Statement, Pages 8, 10
Percentage of directors who are women	%	20	Proxy Statement, Pages 6-10
Board gender diversity policy	Yes/No	Yes	Charter of the Governance and Compensation Committee of the Board of Directors, Page 3
Board racial diversity policy	Yes/No	Yes	Charter of the Governance and Compensation Committee of the Board of Directors, Page 3
Governance			
Corporate governance guidelines	Yes/No	Yes	Corporate Governance Guidelines

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Disclosure of number of board and committee meetings in FY21	Yes/No	Yes	Proxy Statement, Page 19
Number of directors attending less than 75% of meetings during FY21	Number of meetings	0	Proxy Statement, Page 19
Provision for executive sessions of the Board of Directors	Yes/No	Yes	Corporate Governance Guidelines, Page 4
Disclosure on stakeholder engagement	Yes/No	Yes	CSR Report, Page 4
Disclosure on company values	Yes/No	Yes	CSR Report, Page 5
Statement from senior decision-maker	Yes/No	Yes	CSR Report, Pages 3, 7 Corporate Responsibility Page on Company Website
Shareholder Rights			
Annual election of directors	Yes/No		Proxy Statement, Notice of Annual Meeting of Stockholders Amended and Restated By-Laws of Paychex, Inc., Page 2
Majority voting standard for director elections	Yes/No		Amended and Restated By-Laws of Paychex, Inc., Pages 12-13
Single voting class	Yes/No	Yes	Restated Certificate of Incorporation, Page 4
One share, one vote	Yes/No	Yes	Amended and Restated By-Laws of Paychex, Inc., Page 5

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Disclosure of voting results		Paychex discloses voting results in publicly available 8-K filings to the SEC	8-K filed for 2021 Shareholder Meeting
Board addresses conflicts of interest	Yes/No	Yes	Proxy Statement, Page 22
Board addresses related-party transactions	Yes/No	Yes	Proxy Statement, Pages 21-22
Company has a lead director/senior independent director	Yes/No	Yes	Proxy Statement, Page 17
Independent financial expert on Audit Committee	Number of Directors	2	Proxy Statement, Page 19
Poison pill	Yes/No	No	
Shareholder ability to call special meetings	Yes/No	Yes	Amended and Restated By-Laws of Paychex, Inc., Page 2
Percentage of the voting power of the company's outstanding shares of common stock required to call a special meeting	%	Majority	Amended and Restated By-Laws of Paychex, Inc., Page 2
Shareholder right to act by written consent	Yes/No	Yes	Amended and Restated By-Laws of Paychex, Inc., Page 6
Compensation			
Clawback provision for equity awards	Yes/No	Yes	FY2020 Proxy Statement, Page 63
Annual say-on-pay vote	Yes/No	Yes	FY2021 Proxy Statement, Page 24 FY2020 Proxy Statement, Page 22

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Security hedging permitted	Yes/No	No	Proxy Statement, Page 13
Security pledging permitted	Yes/No	No	Paychex Pledging Policy
CEO stock ownership guidelines	Yes/No	Yes	Proxy Statement, Page 41
Multiple of CEO base salary	-	6X	Proxy Statement, Page 41
Named Executive Officer stock ownership guidelines	Yes/No	Yes	Proxy Statement, Page 41
Multiple of named Executive Officer base salary	-	3X	Proxy Statement, Page 41
Non-executive Director stock ownership guidelines	Yes/No	Yes	Proxy Statement, Page 13
Non-executive director multiple of annual cash retainer	-	6X	Proxy Statement, Page 13
Disclosure of fixed and variable remuneration for non-executive board members	Yes/No	Yes	Proxy Statement, Page 12
Disclosure of fixed and variable remuneration for senior executives included in the company's remuneration disclosures	Yes/No	Yes	Proxy Statement, Pages 31, 47
Disclosure on process for determining executive compensation	Yes/No	Yes	Proxy Statement, Pages 26-58
Disclosure on audit fee	\$	2,134,000	Proxy Statement, Page 60

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Ethics & Compliance			
Metric	Units	Value - FY21	Page Number(s) and/or URL
Code of business ethics and conduct	Yes/No	Yes	Code of Business Ethics and Conduct
Annual training on ethics, non-harassment, anti-corruption, security and internal controls	Yes/No	Yes	CSR Report, Pages 12-14
Employee participation in training on ethics, non-harassment, anti-corruption, security and internal controls	%	99.2	CSR Report, Page 14
Commitment to address bribery	Yes/No	Yes	Code of Business Ethics and Conduct, Page 10 CSR Report, Page 12
Anti-corruption - policy or commitment statement	Yes/No		Code of Business Ethics and Conduct, Page 10 CSR Report, Page 12
Confidential or anonymous whistle-blowing mechanism covering all employees and addressing anti-corruption	Yes/No	Yes	Code of Business Ethics and Conduct, Page 13
Disclosure on political contributions made	Yes/No	Yes	Ethics Page on Company Website CSR Report, Page 16
Disclosure on lobbying activities	Yes/No	Yes	Ethics Page on Company Website CSR Report, Page 16
Anti-harassment policies	Yes/No	Yes	CSR Report, Pages 23-24

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Company performs Audits of ethical practices	Yes/No	Yes, the company performs a third-party evaluation of its ethics and compliance program	
Data Privacy & Security			
24/7/365 security support	Yes/No	Yes, our Security Fusion Center has a 24/7/365 Security Incident Response function to collect and analyze information about potential system security violations and anomalous activity. The Fusion Center team works closely with human resources, corporate counsel, internal audit, risk management, external authorities, and other groups to record, report, and mitigate computer-related incidents.	
External certification of information security practices	Yes/No	Yes, SOC Certification, Industry-leading "A" rating by Security Scorecard and Bitsight.	Company Website Scroll down to Erica for Paychex IT Security Security Page on Company Website
Information security training and compliance program	Yes/No	Yes	Security Page on Company Website CSR Report, Pages 12-14
Provisions for cybersecurity	Yes/No	Yes	CSR Report, Pages 8-9

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Provisions for client privacy	Yes/No	Yes	CSR Report, Page 10
Disclosures on data security - breaches	Yes/No	Yes	CSR Report, Page 10
Business continuity strategy	Yes/No	Yes	CSR Report, Page 11
Disclosure of business continuity risks	Yes/No	Yes	CSR Report, Pages 11, 15, 16
Employee training on physical security	Yes/No	Yes	CSR Report, Page 11
Commitment to free and fair competition	Yes/No	Yes	CSR Report, Pages 14-15
Disclosure on countries where core products or services are subject to government required monitoring, blocking, content filtering, or censoring	Yes/No	Yes	CSR Report Page 15
Third-Party Relationships			
Third-Party Code of Conduct	Yes/No	Yes	Third-Party Code of Conduct
Tax			
Commitment to comply with tax law in all operating countries	Yes/No	Yes	CSR Report, Page 17

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Metric	Units	Value - FY21	Page Number(s) and/or URL
Board oversight of tax policy	Yes/No	Yes, the company's tax policy is a component of the 'Critical Accounting Policies and Estimates' section of the Annual Report on Form 10-K, which is approved by the Audit Committee of the Board of Directors	Annual Report on Form 10-K, Page 32
Audit committee has oversight of execution of company's tax policy	Yes/No	Yes, the company's tax policy is a component of the 'Critical Accounting Policies and Estimates' section of the Annual Report on Form 10-K, which is approved by the Audit Committee of the Board of Directors	Annual Report on Form 10-K, Page 32
External verification of tax data for global operations	Yes/No	Yes, external auditor audits the tax disclosure within the 10-K	Annual Report on Form 10-K, Pages 39-40, 67-68
Disclosure of corporate tax paid globally	Yes/No	Yes	Annual Report on Form 10-K, Pages 39-40, 67-68