

# World Trust Index Frequently Asked Questions

# What is the World Trust Index? (WTX)

The WTX Certification is an independent verification of trust across clients, employees, and core policies. Companies that meet the WTX standard become Certified. Top performers by sector earn a verified World's Most Trusted Industry trust mark.

# Who qualifies for Certification?

To qualify for certification a company must:

- 1. Be a registered bona fide business.
- 2. Have been operating for more than 6 months.
- 3. Have 10 or more full or part-time Employees.
- 4. Have active Clients, Customers or Students
- 5. Be able to provide Customer and Employee Net Promoter Score data collected within the last 12 months.
- 6. Provide evidence of company policies requested as part of certification.

Any organization committed to building trust may certify with the World Trust Index. This includes startups, global multinationals, corporations, small businesses, non-profits, and educational institutions.

Eligibility is based on the ability to provide verifiable promoter score data from both customers and employees.

The expected response and coverage rates of the promoter score data requirements are adjusted according to the size of the organization. The term 'client' or 'customer' is used by the WTX but may be used interchangeably with clients, students or patrons or other such term depending on your industry.

What information does the World Trust Index verify?

The WTX verifies the following information:

- 1. Company Information
- 2. Customer NPS data
- 3. Employee NPS data
- 4. The integrity of NPS data along with required response rates
- 5. Core policy disclosures

# Do you need to publish our private policies?

We understand that some policies need to remain private. You will need to share the policy with the WTX as part of your online certification. We will review and mark this policy as verified on your profile without sharing the policy itself.

The certification will allow you to select the following options:

Does your company have 'X' Policy in place?

- 1. Yes Verified Private
- 2. Yes Verified Public (You may include a link to your policy displayed on your profile)
- 3. No However we plan to establish this policy over the next 12 months
- 4. No No current policy in place

## How long does it take to become certified?

Once you have collected and submitted your NPS data and completed your online certification. The WTX will provide your certification outcome and supporting materials within 7 days.

What information and materials do I need to prepare to complete the World Trust Index certification?

Companies do not need all policies in place to become certified. You will answer questions to show which policies you have in place. These will be reflected on your profile as either verified (public) or verified (private) or no current policy in place, according to your practices.

#### **World Trust Index Certification:**

Company Name

Annual Revenue

Number of Employees

**Number of Customers** 

Structure

**Operating Geographies** 

Industry/Sector

Company Mission

**Company Values** 

Trust, Ethics & Compliance Policies: (Please select those that you have in place)

Code of Ethics/Code of Conduct

Supplier Code of Conduct Policy

Environmental, Social and Governance (ESG) / Corporate Social Responsibility (CSR) Policy

Diversity, Equity and Inclusion Policy

Anti-Bribery and Corruption Policy

**Data Privacy Policy** 

Whistleblower or Speak Up Policy

Modern Slavery Statement / Policy

**Privacy Policy** 

Your Customer Promoter Score - cPS (Number)

Your Employee Promoter Score - ePS (Number)

Authority to sign an online declaration certifying the accuracy, integrity and validity of the promoter scores submitted.

Promoter Score Coverage and Response Rates.

1. ONE (1) of the following pieces of evidence:

Summary Report from Survey Tool:

• Upload an exported summary report of your promoter scores from your survey platform (e.g., SurveyMonkey, Qualtrics, Survey Sparrow etc.).

(OR) Third-Party Verification Certificate:

• If applicable, upload a certificate or letter from an external firm that conducted or verified your surveys.

All evidence should have all PII information removed.

#### How much does certification cost?

The WTX certification costs \$5000 USD per year.

This certification fee includes:

- 1. WTX Certified Trust Mark
- 2. WTX Verified Online Profile
- 3. WTX Founding Certified Status
- 4. WTX Searchable Directly Listing
- 5. WTX Annual Benchmark Snapshot
- 6. WTX World's Most Trusted Industry Trust Mark
- 6. WTX Branding Materials 12 month license
- 7. WTX100 Consideration for the Annual World's Most Trusted Companies Honor List.
- \* Payment is made online via an online annual recurring subscription.
- \*\*Companies wishing to renew their certification must provide updated NPS data and re submit as part of their annual renewal.

#### Which industries can apply?

The WTX is designed to be inclusive of organisations of all types and sizes. Companies of all sizes can participate and benefit from becoming certified with the World Trust Index. Our initial World's Most Trusted Certification Trust mark is available to the following industry sectors.

Accounting Firms

Banks

**E-Commerce Companies** 

**Healthcare Providers** 

Insurance Firms

Law Firms

Marketing Agencies

**Real Estate Companies** 

**Recruiting Firms** 

**SAAS** Companies

Universities

# Does the WTX provide an NPS Survey tool as part of Certification?

The World Trust Index does not provide an NPS survey tool as part of certification.

Each company should select an appropriate provider of NPS surveys.

The WTX is happy to provide recommendations on suitable NPS survey providers.

We understand and recognise that many companies already undertake best practice in regularly gathering, reviewing, and responding to promoter score data.

Many of these processes are embedded into complex CRM/HR systems and already managed within their own data privacy guidelines.

We verify evidence of user submitted data and in line with our values, extend trust to organizations that data submitted is of the highest integrity. For any rare occasion that organizations submit data that is of poor quality or attempts to deliberately mislead or falsely represent promoter data, an investigation will take place. Following the investigation, if the organization has been found guilty of deliberately violating our values of trust and honesty, the organization will no longer be eligible to for certification and will be removed from the WTX indefinitely with any previous certifications or recognitions revoked.

#### What if we don't meet the certification standard?

Should you not qualify for certification, the WTX will provide you with a short snapshot report with recommendations for improving trust in your company.

Companies will then be given the chance to re-submit new data for certification within 12 the month period.

#### Do we need to have all of the policies mentioned in WTX certification?

We are committed to transparency. Not all policies will be relevant for all industries. The certification process allows organisations to select the following responses:

Do you have X policy in place?

- a) Yes PUBLIC This policy is published and available to the public.
- b) Yes PRIVATE This policy is private and for internal use only.
- c) No We plan to establish one over the next 12 months.
- d) No We do not currently have plans to establish this policy.

Our policies contain sensitive information and are not available to the public. Can we participate?

We understand that some policies need to remain private. The WTX offers a way to show the public that you have a policy in place without having to display their contents with the public. You will need to share this policy with the WTX as part of your online certification. We will review and mark this policy as verified on your profile without sharing the policy itself.

As an example, your public member profile will show:

Code of Ethics / Code of Conduct

- a) Verified Private
- b) Verified Public (Includes a link to your policy)
- c) Plans to establish policy over the next 12 months
- d) No current policy in place

#### What is the 1 Million Acts of Trust initiative?

We are living in a trust crisis. We don't know who or what we can trust right now. Every hour, there are over 1 million attacks around the world that attempt to mislead, steal or exploit our bank accounts or personal freedom.

It's getting harder and harder to tell the good from the bad, and fact from fiction.

The World Economic Forum estimates that it costs the world 1 million dollars every hour. The World Trust Index has launched the 1 Million Acts of Trust initiative to build and elevate honesty and trust on a global scale. We believe in the power of people. For every new member of the WTX we will add the total number of your employees with and the total number of your customers to our 1 Million Acts of Trust initiative. By showing your commitment to upholding trust to each of and every one of your customers and employees, we hope to elevate honesty and trust on a global scale.

# Can companies achieve certification without submitting promoter score data?

Participation in the WTX certification requires submission of promoter score data for both customers and employees. This ensures that the certification is based on comprehensive, balanced feedback and may be benchmarked against peers and other companies.

# Can we provide our NPS data collected prior to application?

All valid NPS data that meets the following requirements will be accepted:

- 1. Must have been collected in the last 12 months.
- 2. Must provide evidence of coverage with a 95%+ confidence and a 5% margin of error.
- 3. Evidence supporting the integrity of data.

# What are the Promoter score survey question requirements?

Questions: Questions asked as part of the gathering of promoter score data should reflect the following typical language:

"How likely are you to recommend our organisation on a scale from 0 to 10"

"On a scale of 0 to 10, how likely are you to recommend our organisation/organisation name to a friend or colleague?"

Small variations of this language may be considered. If you would like to check on the language your company uses for the purposes of the promoter score, please get in touch to discuss.

Coverage/Response Rates: The World Trust Index understands that gathering promoter score data is complex. We encourage all companies to survey as many customers and employees as possible. We expect that promoter score data provided by your company is in line with promoter response rate averages for the size of your company.

## Why are companies able to submit their own data as part of the certification?

We understand and recognise that many companies already undertake best practice in regularly gathering, reviewing, and responding to promoter score data. Many of these processes are embedded into complex CRM/HR systems and data. We verify user submitted data and in line with our values, extend trust to organizations that data submitted is of the highest integrity. For any rare occasion that organizations submit data that is of poor quality or attempts to deliberately mislead or falsely represent promoter data, an investigation will take place. Following the investigation, if the organization has been found guilty of deliberately violating our values of trust and honesty, the copmany will no longer be eligible to undertake WTX certification and will be removed from the WTX indefinitely with any previous certifications or recognitions revoked.

#### How are annual certification dates managed?

Companies complete the WTX certification online on an annual basis. Members are assigned their certification and branding materials for the year in which the certification takes place. Where certifications are completed part way through the year, the company will receive updated branding materials in December ready for use in the new year. For example: Organisation X received certification in November 2025. The WTX will provide organisation X with 2025 Branding materials. In December, WTX will provide access to 2026 branding materials for Organisation X to use until annual recertification in November 2026.

# What are the requirements for submitting our customer and employee promoter scores?

To ensure the integrity of the World Trust Rating, we require organisations to provide the following:

# • Complete the Online WTX Certification:

 Input your customer and employee promoter scores into our secure online platform.

# • Complete an online Signed Declaration:

- Sign an online declaration certifying the accuracy, integrity and validity of the all policy and data (including promoter scores) submitted.
- Submit Additional Evidence (Choose One):

# **Summary Report from Survey Tool:**

Upload an exported summary report of your promoter scores from your survey platform (e.g., SurveyMonkey, Qualtrics, Survey Sparrow etc.).

# (OR) Third-Party Verification Certificate:

If applicable, upload a certificate or letter from an external firm that conducted or verified your surveys.

Please ensure that ALL evidence submitted does not contain personally identifiable information (PII). Please take your time to review and ensure that all PII is removed.

Is there a minimum participation threshold or sample size required for our surveys?

Yes, to ensure the validity and reliability of your promoter scores, we require all companies to achieve a **95% confidence level with a 5% margin of error** for both employee and customer surveys. This standard is essential for maintaining the credibility and accuracy of the World Trust Index and aligns with industry best practice.

#### **Understanding the Calculations**

- Confidence Level (95%): This means you can be 95% certain that the sample accurately reflects the attitudes of your entire population.
- Margin of Error (5%): This indicates that the true value of the promoter score is within ±5% of the observed value in the sample.
- Population Size (N): Total number of individuals in the group (employees or customers).

• Sample Size (n): Number of survey responses needed to meet the statistical requirements.

The sample sizes are calculated using the **finite population correction** formula for sample size determination.

# Sample Size Breakdown

Population Size (N)	Required Sample Size (n)
50	44
75	63
100	80
150	108
200	132
250	154
300	174
400	196
500	218
750	254
1,000	278
1,500	306
2,000	323
2,500	333
5,000	357
10,000	370

20,000	377
50,000	381
100,000	383
1,000,000	384
10,000,000	384

## **Using a Sample Size Calculator**

To determine the exact required sample size for your specific population:

# **Identify Your Population Size (NNN)**:

• Total number of employees or customers.

# Input Values into a Calculator:

- Use the WTX online sample size calculator or the alternatives below:
- WTX Sample Size Calculator
- SurveyMonkey Sample Size Calculator
- Qualtrics Sample Size Calculator

# Enter:

o Confidence Level: 95%

o Margin of Error: 5%

Population Size: Your total number of employees or customers

o **Proportion**: 50% (use 0.5 if unsure)

# **Obtain the Required Sample Size:**

• The calculator will provide the minimum number of responses needed.

# Why High Response Rates Are Required for Small Populations

**Greater Proportion Needed**: In smaller populations, each individual represents a larger percentage of the whole, so more responses are needed to accurately reflect the population.

# Example:

- o With 50 employees, each employee represents 2% of the population.
- To achieve statistical significance, you need a higher percentage of responses compared to larger populations.

#### **Example 1: Population Size of 50**

- **Organisation**: A small company with 50 employees.
- **Required Sample Size**: 44 employees need to respond to the survey.
- **Implication**: You need responses from approximately 88% of your employees to meet the statistical requirement.

# **Example 2: Population Size of 100**

- **Organisation**: A company with 100 customers.
- Required Sample Size: 80 customers need to respond.
- Implication: You need responses from 80% of your customers.

# **Example 3: Population Size of 200**

- **Organisation**: An organization with 200 employees.
- Required Sample Size: 132 employees need to respond.
- Implication: You need responses from 66% of your employees.

# Example 4: Population Size of 1,000

- **Organisation**: A medium-sized company with 1,000 customers.
- Required Sample Size: 278 customers need to respond.
- Implication: You need responses from approximately 28% of your customers.

# **Example 5: Population Size of 10,000**

- **Organisation**: A large corporation with 10,000 employees.
- Required Sample Size: 370 employees need to respond.
- **Implication**: You need responses from about 3.7% of your employees.

# What should the summary report from our survey tool include?

Your summary report should provide an overview of your survey results, including:

- Total Number of Respondents:
  - o The number of individuals who completed the survey.
- Calculated Promoter Scores:
  - o Include the Promoter Score (PS) or equivalent metrics.
- Survey Period Dates:
  - o Indicate when the survey was conducted.

# **Ensure the report:**

# **Is Exported Directly from Your Survey Platform:**

Use built-in reporting features for authenticity.

#### Excludes Sensitive Information:

- Do not include any personal or confidential data.
- Please convert the report to pdf ready to submit.

# What is a third-party verification certificate, and how do we obtain one?

A third-party verification certificate is a document provided by an external firm that conducted or audited your surveys. It should:

# • Confirm the Validity of Your Promoter Scores:

Attest that the data is accurate and collected ethically.

#### • Be Issued on the Firm's Official Letterhead:

o Includes the firm's logo and contact information.

#### • Include Contact Details for Verification:

So we can reach out if needed.

#### To obtain one:

#### Engage a Reputable Third-Party Firm:

Use established survey or auditing services.

# • Request a Verification Letter or Certificate:

Upon completion of their services.

#### Do we need to resubmit information to the World Trust Index each year?

Yes, to maintain up-to-date certification and reflect current promoter scores, we require annual submissions following the same process.

# How long does the review process take?

Our team aims to review submissions within **7 business days**. If additional information is needed, we will contact you promptly.

## How does The WTX handle data discrepancies or concerns about data integrity?

#### **Initial Review:**

• Our team carefully reviews all submissions for completeness and consistency.

# Follow-Up:

• If discrepancies are identified, we will reach out to you for clarification or additional information.

# **Commitment to Integrity:**

 Maintaining trust in the certification process is paramount. Organisations found to have intentionally misrepresented data may face consequences, including revocation of certification and inability to participate in the WTX certification indefinitely.

# What is the World's Most Trusted Companies (WTX100) honour list?

The World's Most Trusted Companies (WMTC) is an annual recognition by the World Trust Index that highlights and celebrates the top companies globally that demonstrate the highest levels of trust and integrity as demonstrated through WTX certification. This prestigious list is a testament to the companies that consistently commit to building and maintaining trust with their employees, customers, and the community.

#### Who is eligible for the WMTC list?

Any organisation, regardless of size or industry, is eligible to be honoured in the annual WMTC list. Eligibility is based on the completion of a World Trust Index certification. This certification reviews the organisation's trust policies, and customer and employee trust scores.

#### How can our organisation apply for the WMTC list?

To apply, your company must first become certified by the WTX. Taking part in this process provides the World Trust index with the necessary information to evaluate companies for the WMTC honour list. Wherever necessary WTX reserves the right to request additional documentation and evidence before publishing the honour list.

What benefits do companies receive by being listed on the WMTC?

Companies listed on the WMTC receive significant recognition and credibility, enhancing their reputation with customers, partners, and employees. They also gain the opportunity to access additional promotional materials including the WMTC brand package.

# Is there a fee associated with applying for the WMTC list?

There is no application fee for the WMTC list. Any companies that are published on the honour list and would like to utilise the WMTC branding materials provided by WTX, including the year specific logo, may purchase a perpetual license and follow the brand guidelines to do so. Companies recognised on this list are of course free to communicate this honour without the WMTC branding or logo.

# Will the WMTC list include all types of organisations?

The WMTC list is open to companies of all sizes through participation in the WTX. The World Trust Index will categorise the recognition into similar size or types of companies to help highlight and differentiate honourees. The WTX reserves the right adjust and recategorize the recognition at any time.

#### Is the WMTC based only on the highest scores?

In the evaluation process for the World's Most Trusted Company (WMTC) list, a company is considered in relation to its peers, considering factors such as industry, size, and operational context. Given that companies operate in diverse industries with varying standards and averages, the trust score is contextualised to ensure fair comparison among similar entities. This approach recognises outstanding trustworthiness while allowing for differences in industry standards and practices.

#### How is the WMTC list published and promoted?

The WMTC list is published annually on the WMTC's official website and through various media channels.