



Photo: Dan Moats

**CORPORATE SOCIAL
RESPONSIBILITY**
2018 Annual Report





OUR MISSION

To provide innovative, science-based solutions that address the environmental and natural resource management needs of our clients. We work collaboratively and respectfully with clients and partner organizations, and support the professional goals and development of our employees

OUR VISION

To provide high quality environmental services to private and public sector clients throughout the world

OUR CORE PURPOSE

To enhance environmental stewardship and improve people's lives

OUR CORE VALUES

- Do your best (technical excellence, creativity)
- Do the right things (honesty, integrity, positive influence)
- Help out (supportive, collaborative)
- Be a goob (caring, good humour)

LETTER FROM THE PRESIDENT

I am proud to release the second edition of Hatfield's Corporate Social Responsibility (CSR) report. CSR has been an integral part of Hatfield culture since the inception of the company in 1974; promoting environmental and social sustainability is at the core of our business services, and the community and employee initiatives we support. The purpose of this annual report is to more formally document how our passion for a science-based approach to environmental stewardship is promoting sustainability and helping people and our planet.

In 2018, we focussed on supporting environment-focussed charitable organizations while also making measurable progress towards achieving our environmental goals. In addition to providing direct financial assistance to local charities, we took steps to reduce waste and provide staff with opportunities for volunteering in local communities.

None of these outcomes would be possible without the dedication of our amazing staff, who make all of these initiatives happen. We've challenged and empowered our employees to integrate environmental sustainability and social considerations into everything they do for Hatfield and we continue to invest in the tools, skills, and resources to support staff in these efforts.

We truly believe that what is good for the world and good for business are deeply connected. Our leadership role as a corporate citizen and an environmental steward is fundamental to what Hatfield does, and will be a key driver of our long-term success.

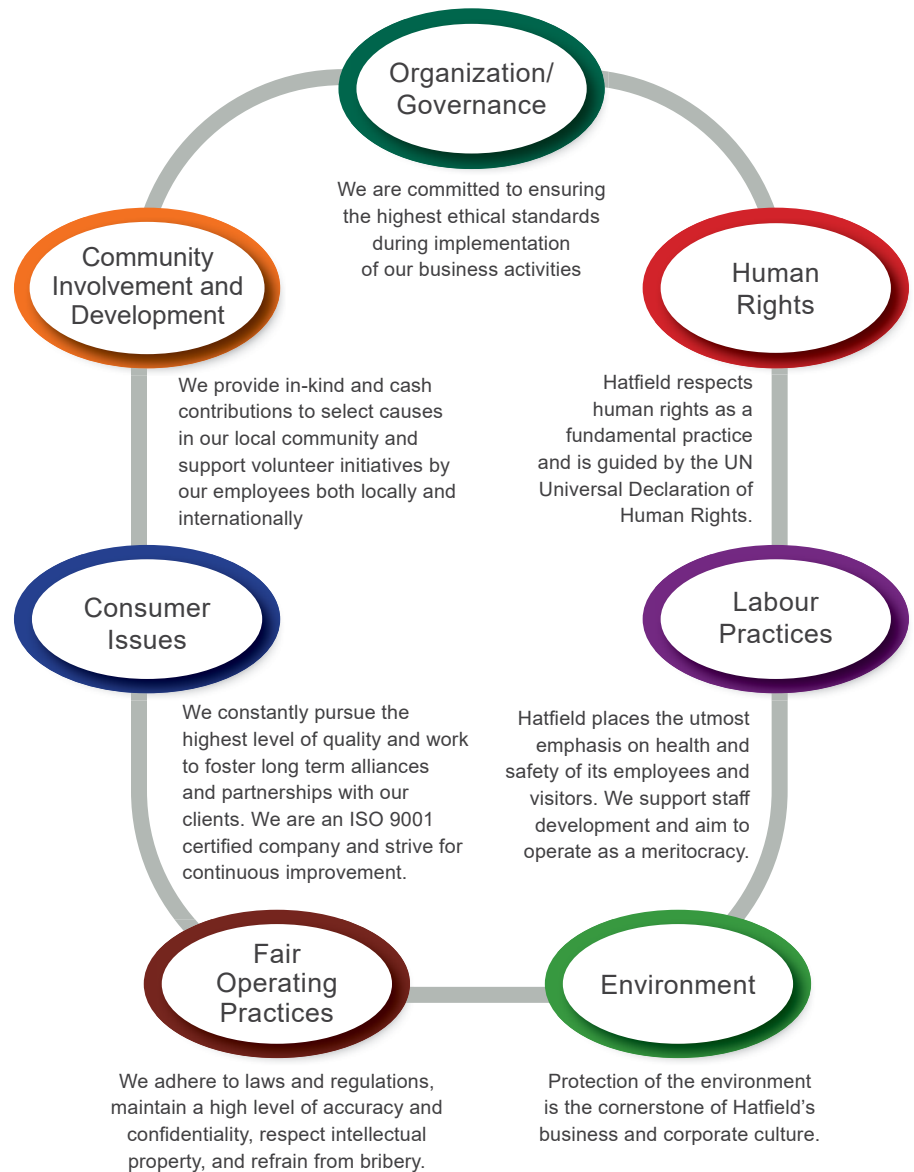
We continue in our commitment to improving our CSR approach to monitoring, and reporting. I look forward to continuing to support the Hatfield team on this important work.

- *Garth Taylor, President*
Hatfield Consultants LLP

HATFIELD'S CSR VISION



Hatfield recognizes the connections between how we operate and the impact we have on the world around us. We aim to create positive environments for the people and planet around us. For Hatfield, corporate social responsibility (CSR) is defined as activities undertaken to: maintain economic, social and environmental sustainability; and encourage shared values and build social license. We aim to achieve this through managing and monitoring seven basic pillars that reflect ISO 26000 core social responsibility subject areas.



ORGANIZATIONAL GOVERNANCE



We are committed to the following principles:

- Hatfield does not provide financial support to any political party.
- Information regarding volunteer support, charitable donations and sponsorships will be reported on in the annual CSR report (see page 7).
- Hatfield staff are asked to report potential conflicts of interests to their managers or through the Hatfield Anonymous Feedback tool on the intranet. Hatfield has refused the opportunity to partner or bid on several projects in 2016, to avoid potential conflicts of interest with existing clients and projects.
- Hatfield staff are encouraged to promptly report any potentially illegal, improper and/or unethical conduct that they become aware of in their workplace or in connection with their work (see the Anti-Bribery and Anti-Corruption Policy).

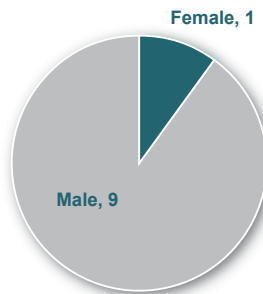
HUMAN RIGHTS



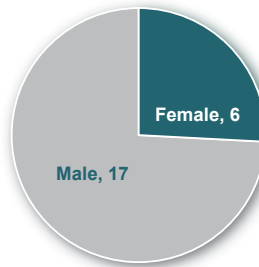
Hatfield is committed to the promotion of diversity and non-discrimination. Discrimination based on gender, age, race, religion, disability, culture, language, social or economic status will not be tolerated. We will review our hiring practices on an ongoing basis and ensure that opportunities for advancement are fostered in a fair and unbiased way.

Staff Demographic

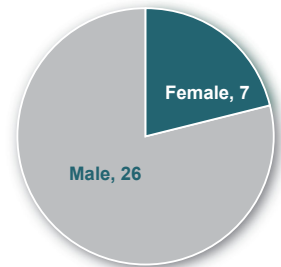
Partners



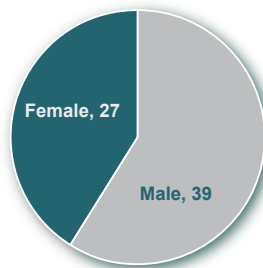
Managers



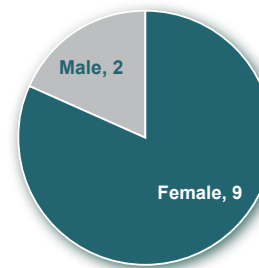
Management (partners and managers)



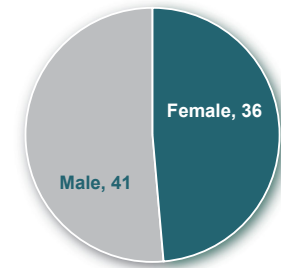
Technical



Administrative



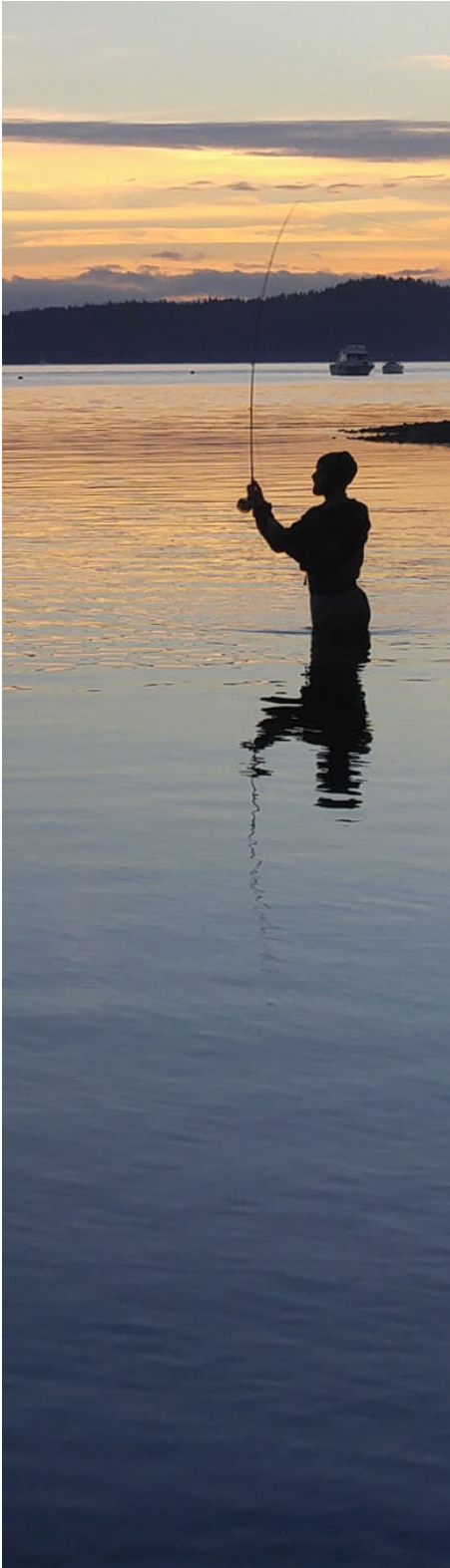
Staff (technical and administrative)



Total Workforce by Age Group



LABOUR PRACTICES

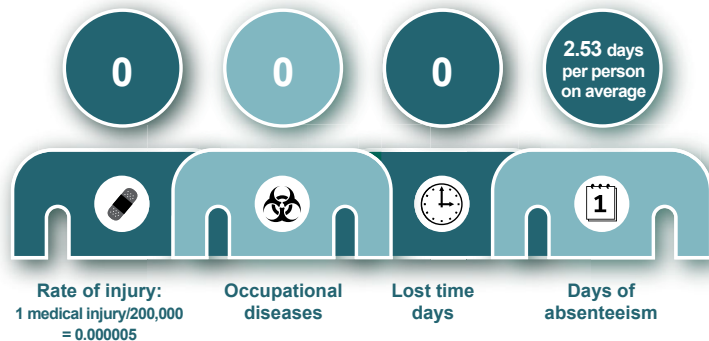


Health and safety

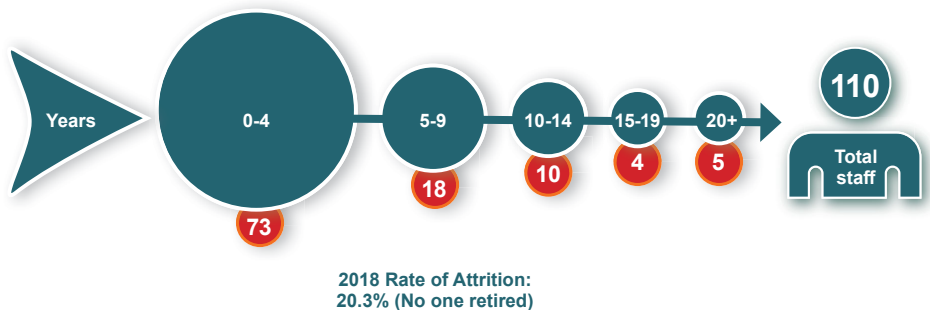
Hatfield aims to ensure a safe and healthy working environment for our employees, outside contractors and visitors, not only on Hatfield premises, but also for staff and contractors working on client sites. The company aims to comply with relevant local legislation or regulations, and best practice guidelines recommended by WorkSafe BC, Work Safe Alberta or other appropriate regulatory authorities. Staff are required to be aware of our policies and practices to ensure we can continue to maintain a healthy, safe and enjoyable environment.

Hatfield is a CORE-Enform and Workers Compensation Board certified company. We are committed to high standards of health and safety. We review and monitor our health and safety statistics for continuous improvement in accordance with CORE-Enform values.

Sick days statistics – year 2018



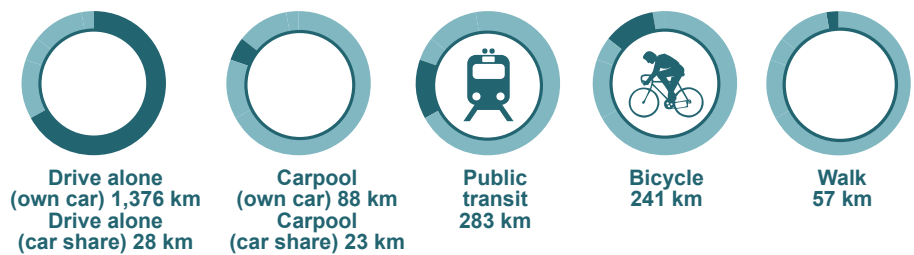
Staff Tenure



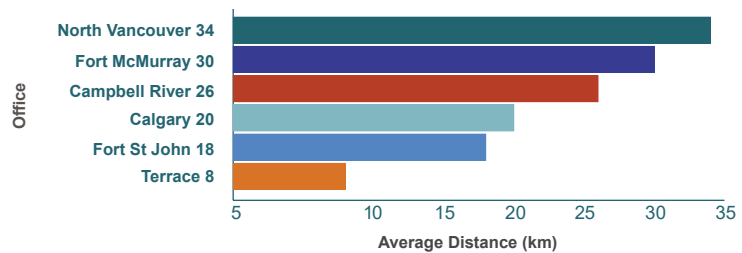
THE ENVIRONMENT

Commutes by Mode

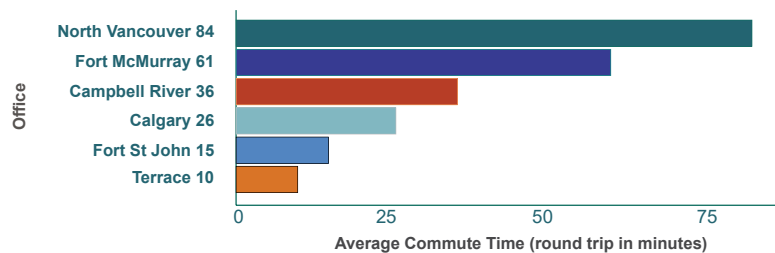
A total of 2,094 kilometers were travelled to work each day, on average, by surveyed Hatfield staff in all offices in Canada. Around three quarters of these commutes (in kilometres) to and from work were accomplished by driving, either alone or in a carpool. The rest involved other transportation methods, either public transit, cycling or walking/running.



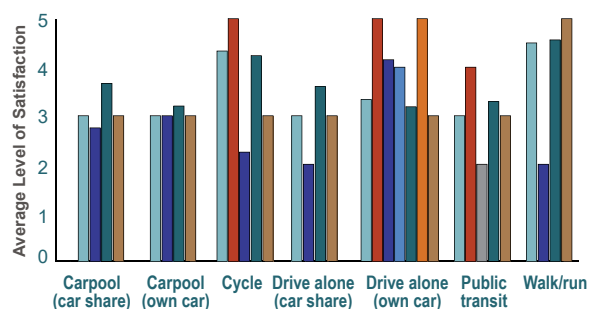
Average Distance (round trip in km)



Average Commute Time (round trip in minutes)*



Average Level of Satisfaction



A satisfaction level of 5 indicates a high level of satisfaction, and a level of 1 indicates a low level of satisfaction

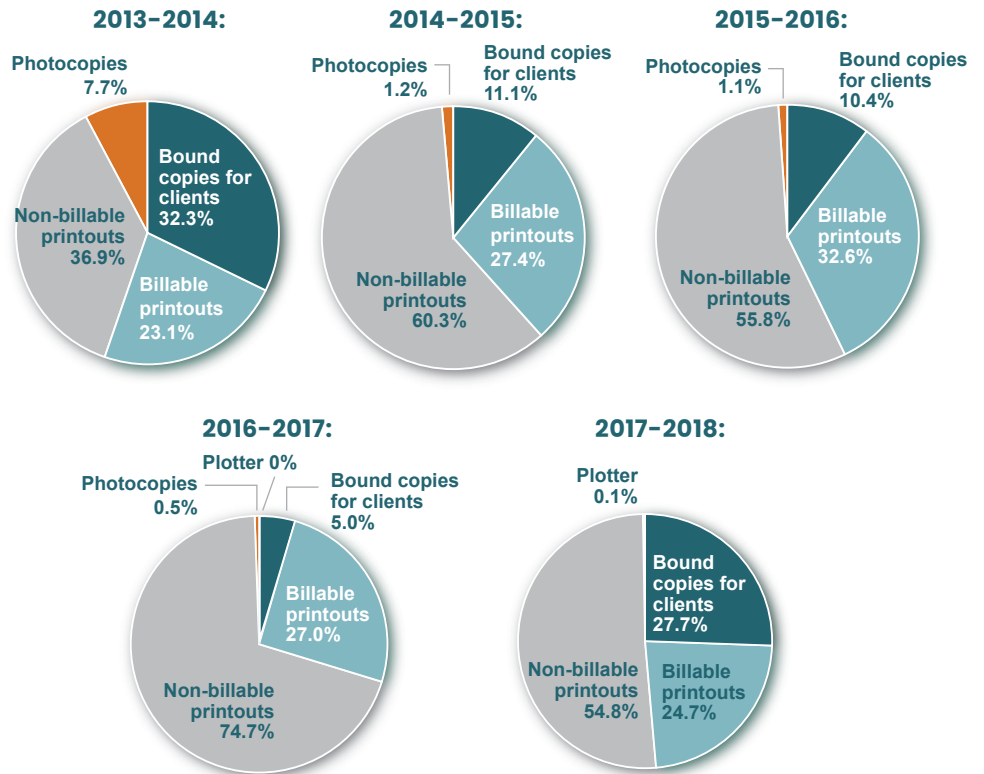
THE ENVIRONMENT



Paper use

During the 2017/2018 fiscal year, Hatfield used at least 153,645 sheets of paper for printing. Photocopying ceased being tracked in September 2014 and represents an unknown additional amount of paper (note that this is the main reason for the drop in photocopies from 2013-2014 to present). Of all the sheets that were printed, only 10% were destined for clients as hard copy deliverables.

Type of Print Job



Year:	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Total Print-outs:	299,642	163,941	171,070	106,820	153,645

Recycling

Hatfield also recycles electronics, batteries, plastic and glass containers, and organics.

COMMUNITY INVOLVEMENT AND DEVELOPMENT



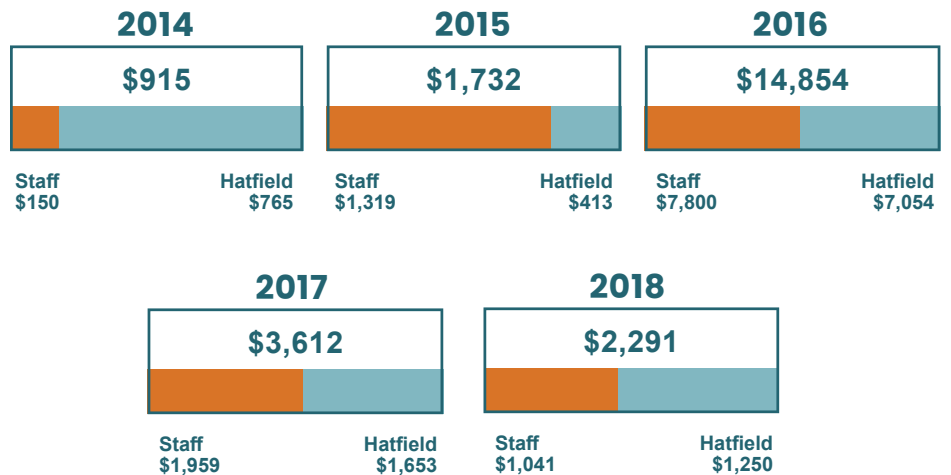
Total volunteer hours

2014 = 72.25
2015 = 97.75
2016 = 233.75
2017 = 97.5
2018 = 217.5



**in 2018,
Hatfield
volunteered an
average of
2.1 hours of time
per employee.**

Charitable donations



Hatfield supported 3 charitable organizations in 2018, including:

Seymour Salmonids Society
United Way of the Lower Mainland
Indigenous Women's Leadership Summit

FAIR OPERATING PRACTICES



We are committed to the following principles:

- Hatfield will understand and comply with laws and regulations relevant to our business in countries we operate in.
- Bribery of officials (within Hatfield, in other organizations, or in government) will not be tolerated. This includes the offer of any money, entertainment or gifts which may result in personal profit.
- Hatfield will not use third party intellectual or actual property without their permission, nor abuse Hatfield's own property.
- Hatfield will not share personal or confidential information without the consent of the 'owner' of that information.
- Hatfield will not engage in collusive or unfair bidding practices.
- Information released to the public, to potential clients or to existing clients will be based on accurate, fact-based, and in accordance with applicable laws and regulations.