



Photo: Curtis Higson

**CORPORATE SOCIAL
RESPONSIBILITY**
2019 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

Welcome to Hatfield's third Corporate Social Responsibility report. In the two years since we published our inaugural CSR report, our company has matured and grown. We have invested significantly in new offices and have brought new people into the organization to provide the talent and skills we will need to sustain our evolution as a company. While we have continued to grow, we have remained focused on delivering high-quality environmental services to our clients and fulfilling career opportunities to our employees.

We recognize that it is the 200 talented men and women of Hatfield in Canada, Indonesia and Botswana that make our company successful and that all of the outcomes presented in this report would not be possible without their continued dedication. 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.

As an environmental consultancy, we appreciate that other companies look to Hatfield for CSR leadership, particularly with environmental sustainability. Enabling our clients to successfully address their sustainability challenges is a role that we take very seriously.

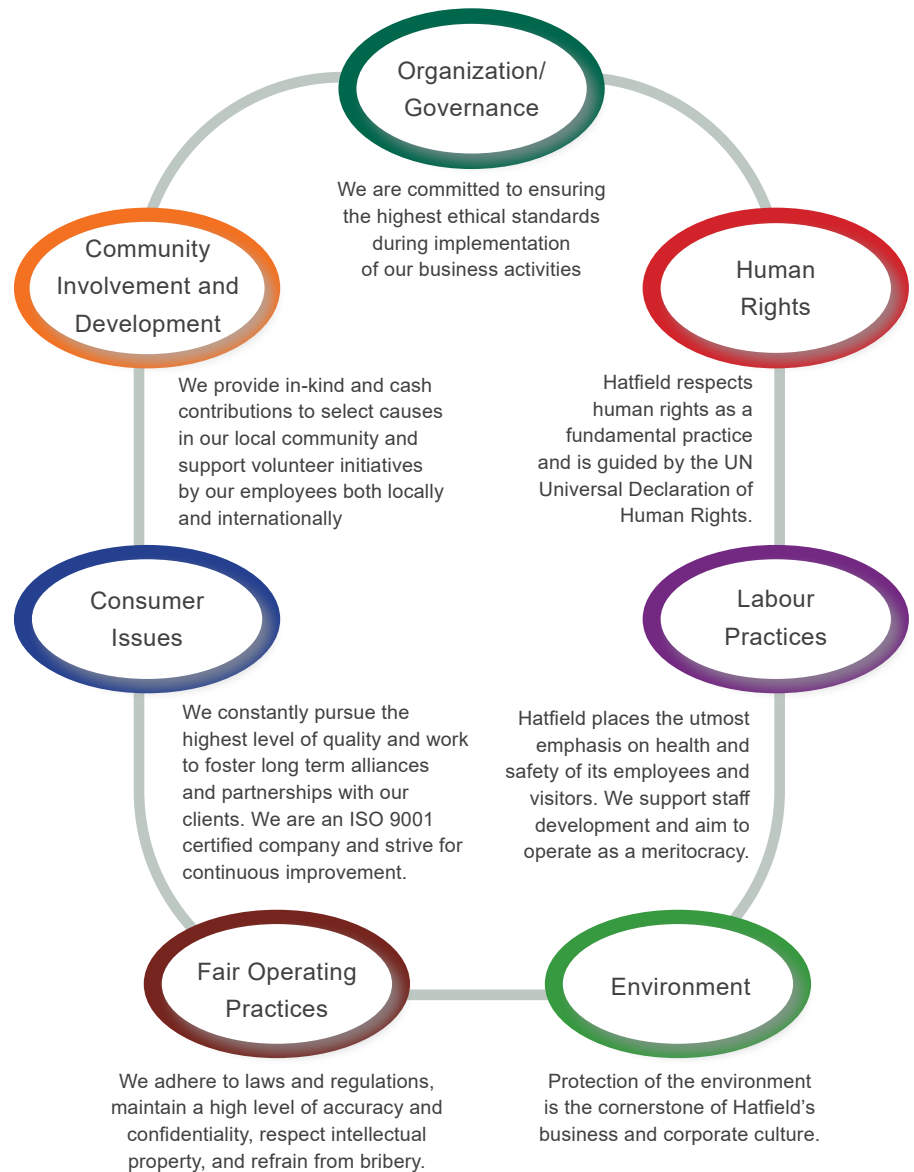
I invite you to explore our report to learn more about what sustainability means to Hatfield, the progress we have made and the accomplishments we have achieved since our first report, and the opportunities we have to continue to grow and to contribute towards a more sustainable world.

- *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:

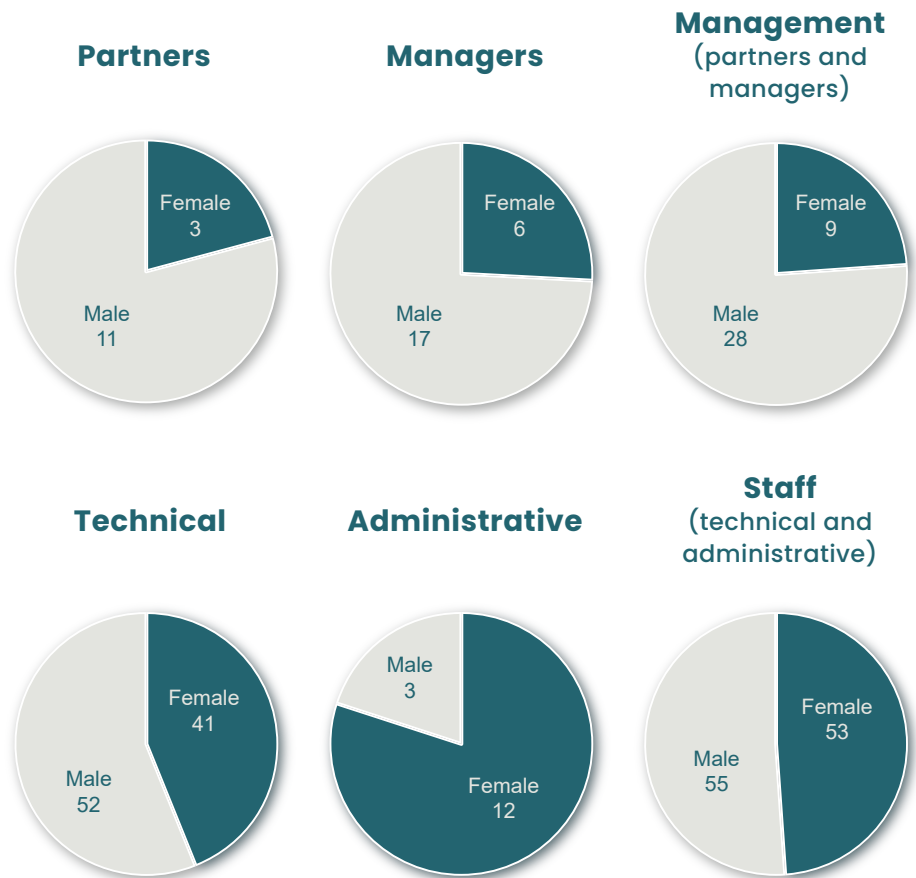
- Hatfield does not provide financial support to any political party.
- Information regarding volunteer support, charitable donations and sponsorships will be reported on in the annual CSR report (see page 7).
- Hatfield staff are asked to report potential conflicts of interests to their managers or 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.

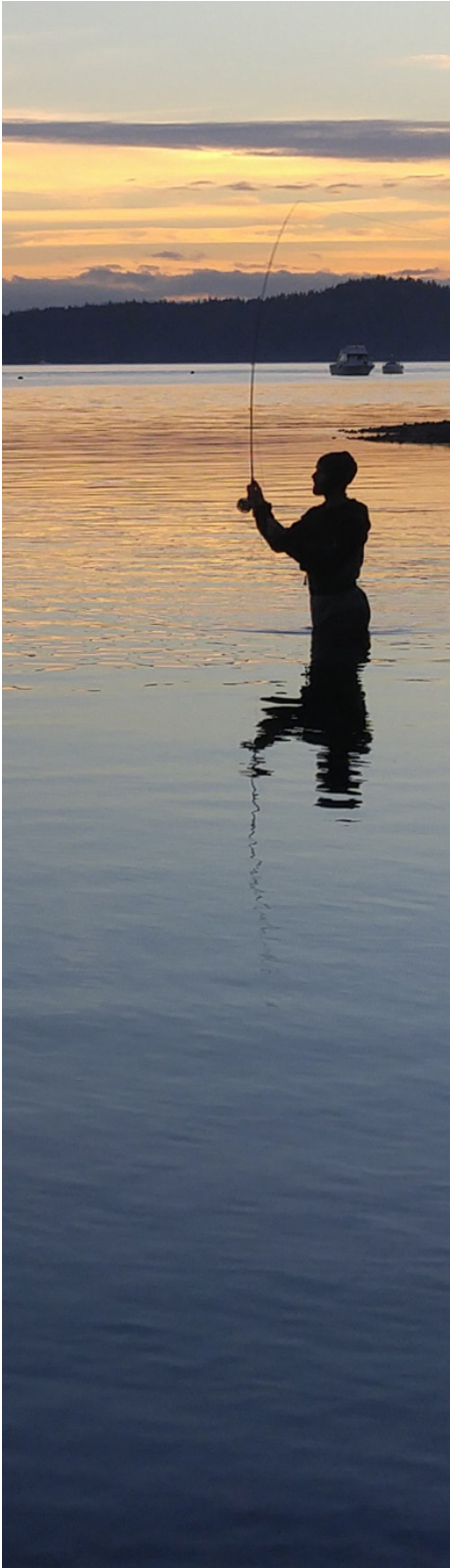
Staff Demographics



Total Workforce by Age Group



LABOUR PRACTICES



Health and safety

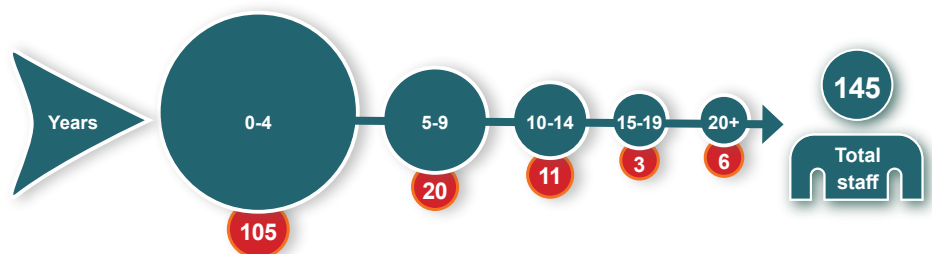
Hatfield aims to ensure a safe and healthy working environment for our employees, outside contractors and visitors, not only on Hatfield premises, but also for staff and contractors working on client sites. The company aims to comply with relevant local legislation or regulations, and best practice guidelines 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 2019



Staff Tenure



2019 Rate of Attrition: 21% (No one retired)

THE ENVIRONMENT



Commutes by Mode

A total of 2,885 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.



Drive alone
(own car) 1,723 km
(car share) 35 km



Carpool
(own car) 133 km
(car share) 54 km



Public transit
575 km

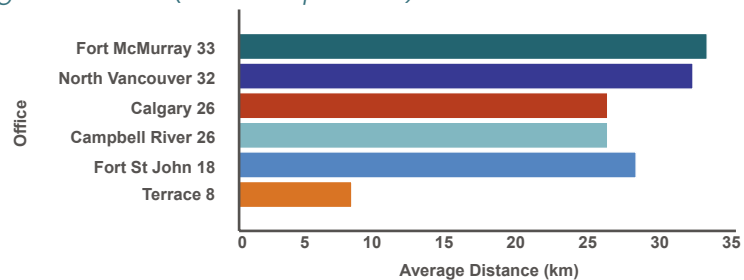


Bicycle
294 km

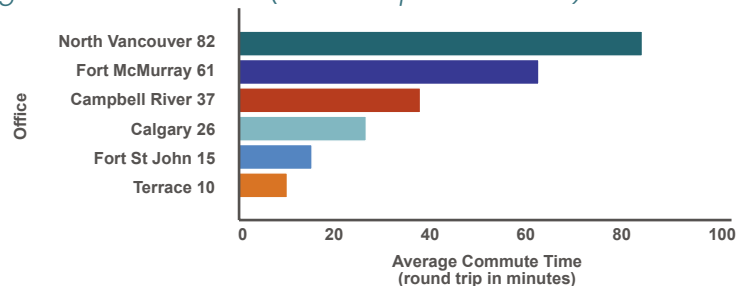


Walk/Run
73 km

Average Distance (round trip in km)

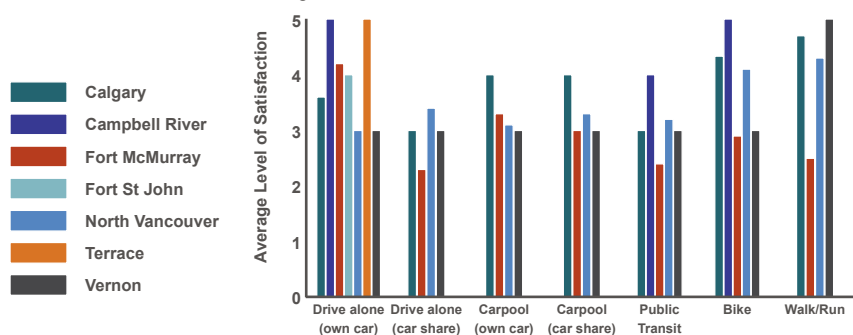


Average Commute Time (round trip in minutes)



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



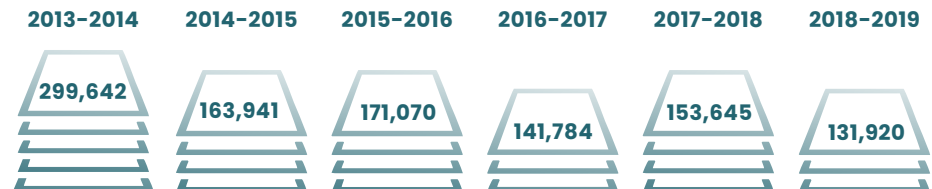
THE ENVIRONMENT



Paper use

During the 2018/2019 fiscal year, Hatfield used approximately 131,920 sheets of paper for printing. Photocopying ceased being tracked in September 2014 and represents an unknown additional amount of paper and is the main reason for the drop in paper use from 2013-2014 to present.

Total Printouts per Year



Reducing waste and environmental footprint

For continued progress towards achieving our environmental goals, Hatfield offices conduct several initiatives to reduce their environmental footprint, including:

- Reduce paper use through investment in accounting and administrative digital tools, and purchase FSC-certified paper.
- Recycle paper products, as well as electronics, batteries, plastic and glass containers, and organics.
- Provide bicycle storage and shower facilities to support cycling as a healthy, emission-free option for commuting; North Vancouver staff have participated in Bike to Work Week since 2007.
- Offer free electric vehicle charging station to staff.
- Eliminate single-use plastic through providing staff with reusable cups, plates, utensils, and water bottles.
- Provide fresh organic fruits and fair trade coffee to staff and recycle used ground coffee beans for staff to use as garden compost.

COMMUNITY INVOLVEMENT



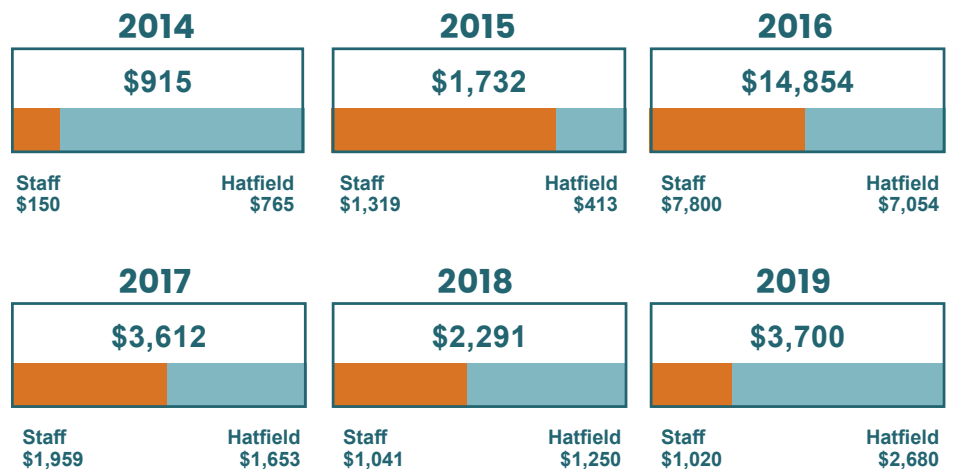
Total volunteer hours

2014: 72.25 hrs
2015: 97.75 hrs
2016: 233.75 hrs
2017: 97.5 hrs
2018: 217.5 hrs
2019: 144 hrs



in 2019, Hatfield volunteered an average of 1.15 hours of time per employee.

Charitable donations



In 2019, Hatfield supported the *Lookout Housing and Health Society*.

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.