

SWCA

2019

Corporate Social Responsibility Report



Message from the CEO

One of the greatest challenges for any organization is maintaining a commitment to social responsibility in the face of significant growth. As the number of employees and offices grow nationwide, how does SWCA remain dedicated to being a good corporate citizen?



SWCA has grown dramatically since its founding in 1981, and I'm proud to say that our employee-owners demonstrate their commitment to social responsibility daily. We have a positive social and environmental impact through the work we do, the ways in which we give back to our communities, how we treat our employees, and how we run our business. We ensure that projects are completed in the most environmentally responsible manner possible while helping clients meet their compliance and permitting needs. In every facet of our business we embody Sound Science and Creative Solutions.

In 2019, SWCA formally defined the company's values: OneSWCA, Always Learning, Never Settle, and SWCA Gives Back. This set of core values has helped create clarity and alignment around these four guiding principles. Notably, in 2019 we volunteered more than 3,000 hours and donated \$104,000 to charities nationwide, more than double our contributions in previous years. We continued our supplier diversity program, supported sustainability initiatives, established an ESOP Communications Committee, and earned top marks for safety.

I'm proud that our company continues to thrive as an employee-owned firm, offering opportunities for growth and meaningful careers for more than 1,000 employees across the nation. It's an honor working alongside people who are dedicated to these causes and who constantly seek ways to demonstrate their social and environmental commitments.


Joseph J. Fluder, III



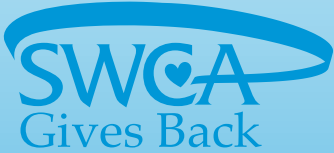
“...our employee-owners demonstrate their commitment to social responsibility daily.

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2019 Highlights



3,038
Total Gives Back
Volunteer Hours



ROLLOUT OF SWCA'S CORE VALUES:

OneSWCA,
Always Learning,
Never Settle,
and Gives Back



\$8.06M
Total Revenue
to Small Business



ZERO
Safety
Violations

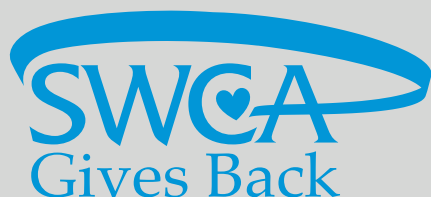


58
Environmental
Stewardship
Activities



Our Communities

At SWCA, we believe in contributing to our communities in a positive and meaningful way, both as a company and individuals. We support the places where we live and work by donating to and participating in an array of community service projects and organizations. Additionally, we support our business communities by diversifying our supplier base to foster the growth and development of small and disadvantaged businesses. Our SWCA Gives Back and Supplier Diversity programs have helped us unify our efforts to strengthen the positive impact we can make in on our communities.



Spreading the Science / Arlington

127

Organizations
Impacted

3,038

VOLUNTEER HOURS

***1,265**

EMPLOYEE HOURS VOLUNTEERED TO
'SPREADING THE SCIENCE' ACTIVITIES

75

GRANTS AWARDED



Autism Speaks Event | Pasadena

La Jita Archaeology Camp | San Antonio



**These hours are part of the total volunteer hours*

GIVES BACK

\$104K
CHARITABLE
CONTRIBUTIONS

169
EVENTS

SWCA Gives Back

SWCA Gives Back was born out of our company-wide culture of giving back to the communities where we work, live, and play. It fosters team building, employee camaraderie, and community strengthening. The Gives Back program has three components: 1) a Matching Grant program, 2) a Spreading The Science program and 3) a Call to Action program

To further the impact in our communities, SWCA matches office or group charitable donations and volunteer hours with grants up to \$750. SWCA matching grants added up to \$21,832 given to local organizations in 2019.

The Spreading The Science program encourages employees to volunteer their time at local schools, non-profit environmental education events, and science in the park days, giving hands-on lessons in archaeology, paleontology, and wildlife biology. Since its launch in 2018, the program has been a huge success. Employees volunteered 1,265 hours for Spreading The Science in 2019 alone, contributing toward the overall total of 3,038 volunteer hours in 2019.

When needs arise, we rise to meet them. SWCA identifies national charities for focused, company-wide Call to Action campaigns. In 2019, we raised \$6,700 for Hurricane Dorian Relief, and over \$17,000 for Go Gold For Pediatric Cancer, in honor of childhood cancer awareness month.

In 2019, there were a total of 169 Gives Back events across the offices, including river clean ups, book drives, food drives, toy drives, blood drives, and more. The three subprograms raised a total of \$104,000 through employee donations, volunteer hours, and company matching grants. More than 127 organizations benefited from these donations.



2019 Have a Heart Award – SWCA's Phoenix Office

Every year, SWCA's senior leadership selects an office that best fulfills the goals of the SWCA Gives Back program. In 2019, Phoenix went above and beyond in their commitment to the Gives Back program. They had the highest number of office-wide events and volunteered the most hours per employee. Their volunteer and donation efforts benefitted organizations such as the American Cancer Society, St. Mary's Food Bank, Ronald McDonald House, Marine League Charities, UMOM New Day Centers, and Natural Restorations.



Supplier Diversity

SWCA is committed to partnering with diverse subconsultants. We formalized that commitment by developing a Supplier Diversity program, which establishes and maintains mutually beneficial contracting relationships with small and disadvantaged businesses. Specifically, the program is charged with accomplishing the following:

- Meeting small businesses through attendance at events and through networking
- Identifying opportunities to purchase products and services from small business vendors
- Developing relationships with small businesses with the goal of subcontracting project work
- Establishing small business goals and reporting toward those goals

31% | \$2.48M SMALL DISADVANTAGED BUSINESS
66% | \$5.28M WOMEN-OWNED SMALL BUSINESS
3% | \$298K VETERAN-OWNED SMALL BUSINESSES

\$8.06M
 Total Revenue to
 Small Business

While working together on projects, SWCA routinely mentors our small business partners, advising them on issues ranging from technical quality and project management to task prioritization, communication strategies, and the development of rigorous QA/QC programs and protocols. We also help our small and disadvantaged business partners expand their expertise and grow their experience.

Subcontracting

Over the past few years, we have had a goal to increase the amount of subcontractor revenue that goes to women-owned and veteran-owned firms. In 2018, we made good progress toward that goal, but we made significant progress in 2019. In 2019, we increased the amount of subcontractor revenue that went to women-owned small businesses by 30% over 2018 (66% vs. 35%). We slightly increased the amount of subcontractor revenue that went to veteran-owned small businesses over 2018. Taken together, the percent of subcontracted revenue going to veteran-owned and women-owned small businesses increased to 69% in 2019 vs. 60% in 2018.





Our Employees

At SWCA, we believe our employees are our most valuable resource. We continually invest in our people, find ways to enhance our team environment, and capitalize on opportunities for growth. We have created programs that reward and recognize great employees for their contributions, offer personal and professional development opportunities, and provide a nurturing workplace. In 2019, we announced the rollout of SWCA's Core Values: OneSWCA, Always Learning, Never Settle, and Gives Back. Several years ago, SWCA created a list of values, which included things like safety, integrity, creativity, and performance. Over the years, those virtues have become fully woven into our culture. The new core values create clarity and alignment around four guiding principles that we follow at SWCA every day. SWCA employees live these and use them like a compass to guide our decisions and strategies.

Safety

SWCA fosters a culture of safety. We celebrate our employees' commitment to safety and provide them with the resources, training, and support needed to remain safe in the office, in the field, and at home. The company-wide Safety Kick-Off theme selected for 2019 was Safety 4D, intended to drive home the idea of eliminating any holes or weaknesses in our three primary safety defenses (3D) of Training, Equipment, and good Safety Behaviors, along with adding a Fourth Defense (4D) of having employees looking out for each other and making the difference. We are proud to say that these combined safety measures resulted in another full year without any violations or incidents causing lost time.

40

**SAFETY STARS
AWARDED**

0.46

**TOTAL RECORDABLE
INCIDENT RATE**

0

**DAYS AWAY
RESTRICTED TIME**



Wellness

The well-being of our employees and their families is important to SWCA, and we know that good health is important to our employees as well. We offer a comprehensive program that takes a holistic approach to wellness because when employees are healthy and happy, everyone feels it. This includes funding active office events, planning physical and wellness challenges, and delivering fresh fruit to offices around the holidays to show employee appreciation and promote healthy eating.

Getting Fit Office by Office

Each year, we make available \$50 per employee to pay for healthy group activities. In 2019, a total of 152 employees participated in an array of charity races, sporting activities, hikes, and more. Because the goal was to encourage team building with a focus on wellness, the program emphasized activities with a wide appeal to many employees.

Activities:

- *Escape Room*
- *Office Massages/Healthy Lunch*
- *White Water Rafting*
- *Axe Throwing*
- *Beach Games Day*
- *Charity 5k Walk/Run*

Cigna MotivateMe Initiative

The MotivateMe initiative was designed to encourage employees to use the Cigna website, complete preventative pre-screening exams, and become familiar with the wellness-related tools and educational materials available. In 2019, we had 75 employees participate and complete wellness activities related to fitness, weight control, nutrition, sleep, diabetes prevention, and blood pressure control. All employee received gift cards for their participation.

Hot Chocolate 5K | Amherst



Hoku Relay | Honolulu

STEPPING OUT WITH SWCA

170
EMPLOYEES

19+
MILLION
STEPS

Stepping Out with SWCA Initiative

For the eighth consecutive year, a major component of SWCA's wellness efforts has been the Walker Tracker Walking Challenge, which encourages employees to walk at least 10,000 steps each day. Program incentives have included gift cards and other raffle items, including our grand prize gift, a Go-Pro (valued at \$300). Other items included more than 90 Fitbits distributed to employees, a \$75 Amazon gift card, 6-Qt Instant Pot, and \$125 Under Armour gift cards for the guys vs. gals challenge.

In 2019, we had 170 participants in the spring challenge. Employees tracked and logged their daily steps online and recorded more than 19 million steps!



Run the River 5K | San Antonio



Employee Learning and Development

SWCA employees strive to perform to the best of their abilities; In turn, we strive to provide our employees with meaningful careers. Among the programs we offer to foster our employees' personal and professional development are the Science Leadership Program (SLP), publication bonuses, and educational financial assistance.

Science Leadership Program

The SLP enhances our scientific and technical experts' abilities to contribute in a meaningful way to our projects, clients, and strategic goals. The program also encourages our scientists' professional growth and scientific knowledge within their disciplines. In 2019, 72 employees maintained active membership in the program. 34 brown bag presentations were delivered, and many published or presented research papers and posters to share their knowledge with professionals in their scientific fields.

Publication Bonus Program

SWCA offers bonuses to employees who publish articles and other works relevant to their technical disciplines. All employees are eligible for publication bonuses, with rates varying by the type of publication and increasing with the level of participation in the SLP. In 2019, SWCA issued \$15.9k in publication bonuses to employees, a significant increase from the \$9,562 awarded in 2018. There were 18 publications in 2019.

Educational Assistance Program

SWCA's Educational Assistance Program provides tuition assistance to eligible employees pursuing personal and professional development through continuing education in work-related courses. In 2019, the company provided \$74,346 in tuition reimbursement to eligible employees—a nearly \$60,000 increase from 2018. The growth of this assistance program highlights one of SWCA's core values: *Always Learning*.

Employee Referral Program

Good people know good people. SWCA looks to our employees to refer potential colleagues for available positions. We offer bonuses to employees who refer a new hire that is brought on to the SWCA team. In 2019, SWCA awarded \$12,000 in employee referral bonuses.

72
SCIENCE
LEADERSHIP
MEMBERS

34
BROWN BAGS

\$15.9K
IN PUBLICATION
BONUSES

\$74K+
IN TUITION
REIMBURSEMENT

\$12K
IN REFERRAL BONUSES





Employee Stock Ownership Plan

SWCA is more than just a business. We are a community of employee-owners. When looking at ownership transition strategies in 1998, majority owner and company founder Dr. Steven W. Carothers was adamant that the company's values and culture remain intact through any potential sale. For this reason, and to help eligible employees save for retirement, SWCA established an Employee Stock Ownership Plan (ESOP) in 2000.

Today, SWCA is 100% employee owned. The ESOP has contributed significantly to employees' overall retirement assets and enhanced our collaborative culture and company growth. On an annual basis, SWCA allocates shares to eligible employees, who have enjoyed dramatic share price growth since the first year of the plan.

In 2019, SWCA created an internal ESOP communications committee to focus on communicating the value of the ESOP, what it is, and what it means. The committee works to promote a culture of ownership and build excitement around the benefits of being 100% employee-owned.

100% *Employee* OWNED



Our Environment

Sustainability

SWCA is committed to achieving a sustainable balance between social, economic, and environmental needs to support a healthy planet for future generations. SWCA's Sustainability Plan includes goals to reduce greenhouse gas emissions, reduce our impacts on natural resources, and contribute positively to our communities. We encourage sustainable actions and environmental stewardship throughout SWCA and within our communities through our SWCA Gives Back program, our focus on reducing SWCA's environmental impact, and our project work.

In 2019, SWCA had another record year of growth. As a result of this growth, we added 162 employees to our work force. Business air travel and vehicle usage increased due to SWCA's growth as a company. We opened seven new offices and added square footage on three existing offices. This resulted in a total office space increase of 6,655 square feet. Company growth also fueled a 22% increase in employee commuting. In total, SWCA's combined GHG emissions impact in 2019 increased 24% compared to 2018.

For more information, please refer to our Sustainability Program Highlights Appendix.



58
**Environmental
Stewardship
Activities**

100%
OFFICES RECYCLED

100%
**OFFICES USED
RECYCLED PAPER**

100%
**OFFICES CONSERVED
ENERGY**



Adopt A Highway CleanUp | Sheridan, Wyoming

Chicago River Clean-Up | Chicago





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