

# Diversity & Inclusion Policy

April 2019

*Leading with Science®*

## Contents

<b>Section 1:</b>	<b>Introduction .....</b>	<b>2</b>
<b>Section 2:</b>	<b>Purpose .....</b>	<b>2</b>
<b>Section 3:</b>	<b>Commitment .....</b>	<b>3</b>
<b>Section 4:</b>	<b>Definitions.....</b>	<b>3</b>
<b>Section 5:</b>	<b>Scope.....</b>	<b>3</b>
<b>Section 6:</b>	<b>Approach to Diversity and Inclusion .....</b>	<b>4</b>
<b>Section 7:</b>	<b>Responsibilities, Review, and Reporting .....</b>	<b>5</b>
<b>Section 8:</b>	<b>Supporting Policies and Programs .....</b>	<b>5</b>

## Section 1: Introduction

---

Tetra Tech provides high-end consulting and engineering services focused on *Leading with Science*<sup>®</sup> to deliver innovative solutions for our clients' most complex needs. With a highly collaborative workforce of thousands of employees working from hundreds of offices around the world, Tetra Tech truly is a multinational, multicultural organization.

Tetra Tech believes that our employees are high-performing individuals who reflect the diversity of the communities in which we work and live, while also providing a better understanding of our clients' needs and project objectives. We bring together engineers and technical specialists from all backgrounds to solve our clients' most challenging problems. Tetra Tech's commitment to diversity and inclusion includes recruiting and retaining employees from diverse backgrounds and experiences, creating awareness of diversity issues and benefits, and fostering a supportive environment where inclusivity is expected and prioritized.

Our commitment to diversity is recognized by our Board of Directors and leadership team and extends to each Tetra Tech employee around the world. We collectively promote a culture that empowers our employees and fosters values of respect, inclusion, and belonging across the company. Our program is advanced by embedding accountability for supporting diversity and inclusion throughout the organization.

## Section 2: Purpose

---

Diversity and inclusion are among Tetra Tech's core values. Throughout our history, the company has prioritized equitable inclusion of people of all gender identities, ages, races, ethnicities, national origins, cultures, religious or political beliefs, languages, education levels, socioeconomic backgrounds, family or relationship statuses, sexual orientations, genetics, and/or abilities. Tetra Tech is committed to achieving short- and long-term diversity and inclusion goals that respond to the evolving needs of our workforce and our business.

Our goal is to provide a working environment where all employees are included and valued for their contributions and to reflect the diversity of our clients and the communities in which we work. This document sets out Tetra Tech's policy in relation to diversity and inclusion and guides the Board of Directors, management, employees, subcontractors, and partners in developing an inclusive culture.

## Section 3: Commitment

---

Tetra Tech is committed to providing equal opportunity employment; creating, managing, and valuing diversity in our workforce; providing a safe work environment; and fostering a culture of belonging where all employees are included, treated with dignity and respect, promoted on their merits, and placed in positions to contribute to our future success. We are guided by the principles of honesty, integrity, trust, and respect as we work together to meet our company and client objectives.

We embrace a diverse workforce and recognize and respect qualities including gender identities, age, race, ethnicity, national origin, culture, religious or political beliefs, language, education, socioeconomic background, family or relationship status, sexual orientation, genetics, and/or disability. We also value diversity of perspective including differences in personality, life and work experience, skills, and ways of thinking and working.

Tetra Tech's commitment to diversity extends to all areas of our business including recruitment, job assignment, compensation and benefits, talent development, skills enhancement, promotions, employee retention, flexible work arrangements, forms of leave available to employees, policies and procedures, Board appointments, and succession planning.

## Section 4: Definitions

---

**Diversity** is the collective mixture of differences and similarities that includes individual and organizational characteristics, values, beliefs, experiences, backgrounds, preferences, and behaviors.

**Inclusion** is the achievement of a work environment in which all individuals are treated fairly and respectfully, have equal access to opportunities and resources, and can contribute fully to the organization's success. Without inclusive practices, a diverse environment cannot be achieved.

**Belonging** refers to employees' sense that they are welcomed, accepted, valued, and empowered for their diverse backgrounds and experiences. An inclusive work environment helps foster a sense of belonging.

## Section 5: Scope

---

This policy provides a framework for new and existing diversity and inclusion related initiatives and policies across Tetra Tech.

This policy applies to Board members, officers, employees, agents, contractors, subcontractors, and partners of Tetra Tech. It covers all aspects of employment including, but not limited to, recruitment,

hiring, job assignment, promotion, employee benefits, conditions of employment, remuneration, transfer, discipline, training, work environment, and termination of employment.

## Section 6: Approach to Diversity and Inclusion

---

Tetra Tech believes that when our employees reflect the diversity of the communities in which we work, the company gains a better understanding of our clients' needs. Tetra Tech is committed to diversity and inclusion by increasing our focus on recruiting and retaining employees from diverse backgrounds, creating additional awareness of diversity issues and benefits, fostering a more supportive environment where inclusivity is expected and prioritized, and embedding accountability for diversity throughout the organization.

Our diversity and inclusion practices support our core principles:

- **Service:** Tetra Tech puts our clients first, understanding their needs and delivering smart, cost-effective solutions that meet those needs.
- **Value:** We develop and implement real-world solutions that are cost-effective, efficient, and practical.
- **Excellence:** Tetra Tech brings superior technical capability, disciplined project management, and excellence in safety and quality to all our work.
- **Opportunity:** Our people are our number one asset. Our workforce is diverse and includes leading experts in our fields. Our entrepreneurial nature and commitment to success provide challenges and opportunities for all our associates.

Tetra Tech undertakes various diversity and inclusion efforts throughout our operations. Our current efforts are focused in the following areas:

- **Safe work environment:** We provide training to all employees to improve their understanding of behaviors that can be perceived as discriminatory, exclusionary, and/or harassing and provide safe avenues for employees to report such behaviors. We implement best practices and comply with local regulatory requirements. Our people understand acceptable workplace behavior as covered in our Code of Conduct.
- **Employment opportunity:** Tetra Tech ensures our practices and processes attract a diverse range of candidates and that candidates are recruited, hired, assigned, developed, and promoted based on merit and their alignment to our values.
- **Learning and development opportunities:** To support our employees in reaching their full potential, Tetra Tech offers a wide range of internal and external learning and development

opportunities. Education assistance is offered to financially support those employees who seek to expand their knowledge and skill base.

## Section 7: Responsibilities, Review, and Reporting

---

Tetra Tech's Board of Directors provides oversight and reviews and approves the diversity and inclusion objectives across the enterprise. The Board and management team review progress towards achieving gender and cultural diversity annually. Tetra Tech has established a Diversity & Inclusion Council, which includes representatives from our business groups, operational divisions, and corporate departments including human resources, business development, and communications.

Tetra Tech's Diversity & Inclusion Council reports directly to the CEO and monitors the company's diversity and inclusion practices and makes recommendations to the CEO for any changes or improvements to the program. The council reflects the diversity and values of our employees and includes representatives from operations across the company and corporate departments.

Tetra Tech's corporate Human Resources department collects and monitors relevant indicators of the company's progress on diversity and inclusion issues; reviews this and related policies annually; and provides information, advice, and assistance to managers and employees on diversity and inclusion issues.

## Section 8: Supporting Policies and Programs

---

- Employee Code of Conduct
- Corporate Code of Conduct
- Equal Employment Opportunity
- Leave policies
- Vendor selection and small business mentorship programs