

Combating Trafficking in Persons Policy

Overview

Tetra Tech and its subsidiaries are committed to maintaining business practice standards that honor and protect the dignity and integrity of everyone with whom the Company conducts business, employs, and serves. This includes an opposition to human trafficking and forced labor in any form. To this end, Tetra Tech has adopted a policy combating trafficking in persons (TIP) in all aspects of its business.

Tetra Tech will comply with all local and/or national trafficking regulations that apply to our business operations in all locations.

Effective March 2, 2015, the U.S. government requires all recipients of U.S. federal funding to prepare a combating trafficking compliance plan, unless exempted under Section II below. The United States government considers trafficking in persons to include all of the criminal conduct involved in forced labor and sex trafficking, essentially the conduct involved in reducing or holding someone in compelled service.

Policy

All Tetra Tech employees are required to comply with Tetra Tech's TIP policy. Each employee is required to sign an acknowledgement form stating they have been informed about and understand Tetra Tech's TIP policy. This policy is posted on the Tetra Tech Human Resources site.

By way of this policy, all Tetra Tech staff are informed the following are prohibited trafficking in persons related activities:

- Engaging in forms of TIP during the period of performance of the contract
- Procuring commercial sex acts during the period of performance of the contract
- Using forced labor in the performance of the contract
- Destroying, concealing, confiscating, or otherwise denying access by an employee to the employee's identity or immigration documents, such as passports or drivers' licenses, regardless of issuing authority
- Using misleading or fraudulent practices during the recruitment of employees or offering of employment, such as failing to disclose, in a format and language accessible to the worker, basic information or making material misrepresentations during the recruitment of employees regarding the key terms and conditions of employment, including wages and fringe benefits, the location of work, the living conditions, housing and associated costs (if employer or agent provided or arranged), any significant cost to be charged to the employee, and, if applicable, the hazardous nature of the work
- Using recruiters that do not comply with local labor laws of the country in which the recruiting takes place
- Charging employees recruitment fees
- Failing to provide return transportation or pay for the cost of return transportation upon the end of employment

- For an employee who is not a national of the country in which the work is taking place and who was brought into that country for the purpose of working on a U.S. Government contract or subcontract (for portions of contracts performed outside the United States)
- For an employee who is not a United States national and who was brought into the United States for the purpose of working on a U.S. Government contract or subcontract, if the payment of such costs is required under existing temporary worker programs or pursuant to a written agreement with the employee (for portions of contracts performed inside the United States)
- Provide or arrange housing that fails to meet the host country housing and safety standards
- If required by law or contract, fail to provide an employment contract, recruitment agreement, or other required work document in writing. Such written work document shall be in a language the employee understands. If the employee must relocate to perform the work, the work document shall be provided to the employee at least five days prior to the employee relocating

All Tetra Tech employees are required to report any possible non-compliance immediately to their supervisor. Staff may also reach out to Corporate Human Resources at (626) 470-2433, or call the Tetra Tech Hotline at (800) 886-2577. The Tetra Tech Corporate Code of Conduct provides protections for employees against retaliation for disclosing information that the employee reasonably believes is evidence of a violation of a law, rule or regulation related to a Federal contract or grant.

Failure to comply with this policy could result in disciplinary action up to and including termination of employment. For subcontractors and subcontractor employees, non-compliance could result in remediation up to and including immediate termination of subcontract. For contractor's agents, failure to comply will include termination of contractual agreement.