

# Procurement Policy

## Policy Statement

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As a leading provider of high-end consulting and engineering services for projects worldwide, Tetra Tech recognizes that our supply chain and procurement decisions can impact the environment and our long-term environmental sustainability, including the physical effects of climate change. We strive to ensure that our core business values are integrated throughout the company's supply chain and into the life cycle of the company's products and services. Our procurement guidelines aim to minimize risk in our business practices, comply with environmental and social regulations, minimize environmental impact, control costs in the long term by adopting a wider approach to whole-life costing, create markets for new products and services, reduce waste, and improve resource efficiency.

## Purpose

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The purpose of this policy is to provide guidance to our employees and vendors for the purpose of minimizing our carbon footprint by procuring products and services with the lowest environmental impact, while not compromising the health and safety of our employees.

## Commitment

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We are committed to planning and executing our projects, operating and maintaining our global operations, and procuring products and services consistent with local, state and provincial, federal, and international laws and regulations in a manner that protects human health and the environment, engages with stakeholders, and minimizes risk.

To demonstrate our commitment to minimizing the environmental impacts of our procurement and supply chain activities, we will:

- Procure products and services with the following characteristics for long-term viability: recycled-content, locally sourced, durable (instead of single-use or products with low durability) or reusable components, easily recycled, minimal packaging, energy efficient, water efficient, low toxicity, low volatile organic compounds (VOCs)/low emissions, mercury-free, third party certifications (EPEAT, Energy Star, FSC, Green Seal, etc.), and avoidance of
- U.S. Environmental Protection Agency (EPA) and international chemicals of concern and chemicals of emerging concern
- Create opportunities for suppliers to develop innovative and sustainable products and services that are also relevant to their markets and customers
- Collaborate with existing suppliers and provide suggestions for improving their operational efficiency to minimize environmental impacts
- Continue to monitor the CO2 emissions associated with our office paper supplies, while decreasing overall paper consumption by practicing waste prevention, reuse and electronic filing; and increasing the use of post-consumer recycled-content paper
- Include climate change considerations in procurement processes

## Environment, Social and Governance

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Tetra Tech considers Environment, Social, and Governance (ESG) metrics and standards during our selection process for potential supply chain sources. Environmental criteria gauge how a vendor safeguards the environment. Social criteria examine how it manages relationships with employees, suppliers, customers, and communities. Governance measures a company's leadership, executive pay, audits, internal controls, and shareholder rights.

Significant suppliers of services to Tetra Tech will be given a higher priority for selection if they demonstrate ESG policies that are in line with our own. Tetra Tech aims to identify companies with lower supply chain risk profiles, either through supply chain characteristics or through appropriate management of existing risks. In addition, we seek to select significant suppliers that are using sustainable supply chain management as an opportunity to improve our own long-term sustainability performance. Screening of suppliers will be conducted through our internal Supplier Qualification Module (SQM) which, among other things, helps screen out vendors who do not provide a safe work environment for their employees. Vendors are notified of our ESG policies in our publicly available [Vendor Code of Conduct](#).