



Sustainability and Corporate Social Responsibility Plan

LSA

July 2020



Our Commitment to Sustainability

As an environmental consulting firm, LSA is aware of the impact our operations and services can have on the environment. With this in mind, we are constantly looking for ways to reduce LSA's carbon footprint and other potential adverse environmental impacts. As part of this effort, LSA implemented a Green Team in 2014. The LSA Green Team meets regularly to analyze our impacts and to brainstorm on how we can further reduce our impacts to the environment. Example Green Team initiatives include an annual Bike to Work program and preparation and implementation of the LSA Sustainability Plan. The LSA Sustainability Plan is dynamic and updated periodically with the goal of LSA being a better global citizen and reducing the adverse effects of our business on our environment.

Mike Trotta
Chief Executive Officer



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Organizational Profile

- LSA has 40+ years experience in environmental, transportation and planning
- LSA headquarters is located in Irvine, California. LSA has 9 offices in California, including a new office in downtown Los Angeles
- As planners and environmental analysts, we are active in all aspects of community development, land use planning, and public involvement
- As technical specialists, we provide expertise in transportation, air quality, global climate change, noise, biological resources, water quality, and cultural resources.

1000+

Certified Documents

9

Offices

EMPLOYEE
100%

— OWNED —



200

Full-Time Employees



TENURE

Average Years with LSA by Position

Principal
Associate
Staff

CA CITIES WORKED WITH



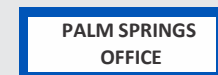
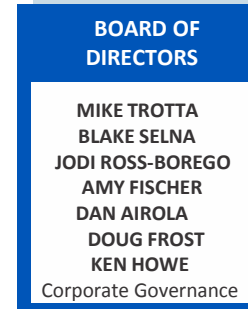
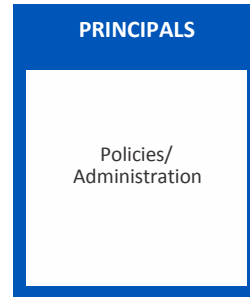
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Governance Structure

LSA



- LSA's affairs are conducted by a Board of Directors and designated officers.
- Corporate directors and officers include some LSA Principals and outside advisors.
- The primary functions of corporate directors and officers are to guide the company in meeting legal obligations and to assist in corporate and business development.
- Working as "partners," the Principals group develops policies and procedures that benefit the company, employees and promotes sustainability.



Our Diversity



LSA

Personnel Category	Caucasian		Black		Hispanic		Asian		Native American		Pacific Islander		Total Regular Hire Employees
	M	F	M	F	M	F	M	F	M	F	M	F	
Executives/Managers	17	10	-	-	-	2	-	-	1	-	-	-	30
Other Technical /Professional	48	42	2	-	2	6	12	5	-	-	-	-	117
Office/Clerical	3	26	-	1	-	10	1	2	-	-	-	1	44
Total	68	78	2	1	2	18	13	7	1	-	-	1	191
Percent of Total	35.60%	40.84%	1.05%	0.52%	1.05%	9.42%	6.81%	3.66%	0.52%	0.00%	0.00%	0.52%	100.00%

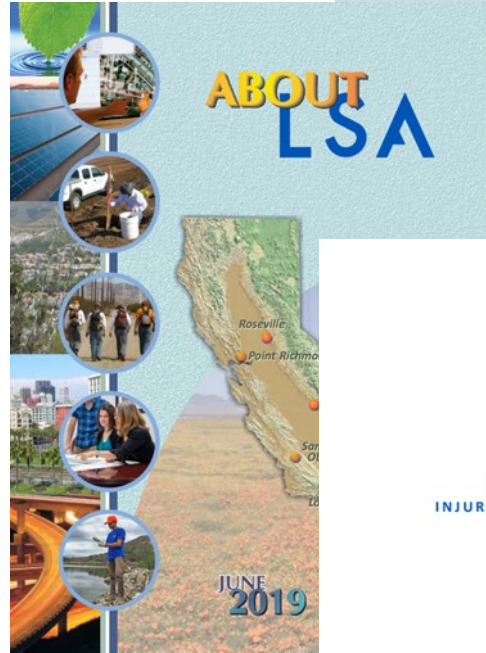
As of January 1, 2019, LSA is comprised of 191 regular hire employees, including 86 men and 105 women.

LSA's ESOP program makes all eligible employees owners of the firm.



Mission, Vision, Policies

- LSA's company mission, goals, and values are found in the "About LSA" booklet.
- 2018 Safety Manual and Injury and Illness Prevention Program
- The LSA Employee Handbook discusses policies, procedures, benefits, and work rules of LSA Associate, Inc.



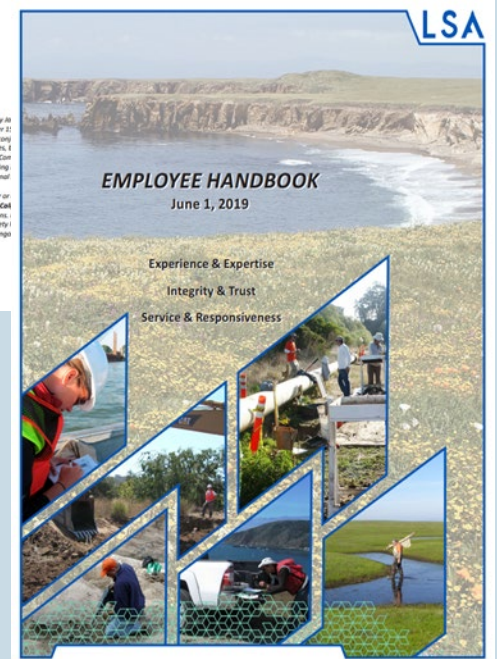
LSA LSA ASSOCIATES, INC. SAFETY MANUAL AND INJURY AND ILLNESS PREVENTION PROGRAM

February 2018

Disclaimer

This Safety Manual has been created for LSA by its Consultant who has been a practitioner for over 11 Safety/Environmental Specialist, but works in compliance with current state law and other relevant resources, i.e. of Commerce, Bureau of National Affairs, and Code publications, and government websites, including Industrial Welfare Commission, and Occupational Safety and Health Administration.

This Manual is not meant to be a substitute for or The reader is cautioned to refer directly to the California Occupational Safety and Health (Cal/OSHA) regulations for complete legal compliance. Safety Associates, Inc. conducts regular "self audits" as a part of its ongoing commitment to safety.



Our Corporate Social Responsibility (CSR) Efforts



LSA's Sustainability and Corporate Social Responsibility Values

- 1. Employee Health and Wellness:** As an Employee-Owned Corporation, employees care about the health, wellness, safety, and welfare of one another.
- 2. Sustainable Office Operations:** We operate our offices in a sustainable way and continue improving upon the firm's sustainable operations.
- 3. Community Initiatives:** We care about the communities we work and live in and organize initiatives to improve these communities.
- 4. Reducing Our Carbon Footprint:** We are concerned about climate change and commit to shrinking our corporate carbon footprint.



1. Employee Health and Wellness



LSA's commitment to sustainability starts with the firm's most valuable asset, its employee-owners.

LSA's Wellness Program is designed to encourage all employees to lead a healthy lifestyle and to participate in fun, engaging activities and challenges, including:

- Biometric screening and health risk assessment;
- Expert-led seminars on wellness-related topics (e.g., healthy eating, stress relief, weight loss); and
- Fun challenges designed for all fitness levels.



"I'd like you to eat more fruit and vegetables, but they're not covered by your health insurance plan."



Case Study: 40,000-Step Challenge

Incentives for behavioral changes are nice, but one employee has discovered added benefits. Cathy Brown, Marketing Coordinator for the Berkeley office, began walking to her office during LSA's 40,000-step challenge and now is seeing her commute through new eyes.

Cathy, tell us about your commute.

I am fortunate to live 2 miles from work. I usually ride my bike.

You go girl. Why did you decide to walk?

In order to meet the 40,000 step challenge I needed a bunch of steps that I couldn't get on my bike, so I decided to walk to work. It's about 4,000 steps one way.

How long does it take?

35 minutes. The walk is a downhill grade to work and uphill on the way home. I'm no faster downhill than uphill, but it definitely raises my pulse.

What did you discover?

I like the energy I have when I get to work – I feel like I've already worked out. I like seeing the city from the ground, and there are endless variations in the route, unlike on a bike. And it's a lot easier on my knees than other types of exercise.

Are you going to stick with it?

I'm trying to walk to work one day a week.



1. Employee Health and Wellness



The health and welfare of all employees is the foundation of a sustainable corporate structure. As such, LSA has developed ongoing monthly health education programs and healthy challenges for employees. Healthy, active lifestyles can also directly reduce LSA's carbon footprint, including the firm's Bike to Work Day and Safe Bike to Work Program.



Case Study: Ragnar

Ragnar is a long-distance, team, overnight road-running relay that covers about 200 miles. Staff from several of LSA's offices took up the challenge to train together, push themselves to the limit, and support each other during this grueling, sweaty road run.

Pam Reading, Principal, and Donson Liu, Traffic Engineer, explain the attraction.

"I am always a bit intrigued with a new physical challenge. I had heard how challenging this event was, not necessarily because of the distance of each the runs but because you had to run multiple times a day, sometimes in the middle of the night, and on very little sleep. For me, the most valuable part of the event was knowing I was part of a team that, working together, was going to run 200 miles."

— Pam Reading (San Luis Obispo)

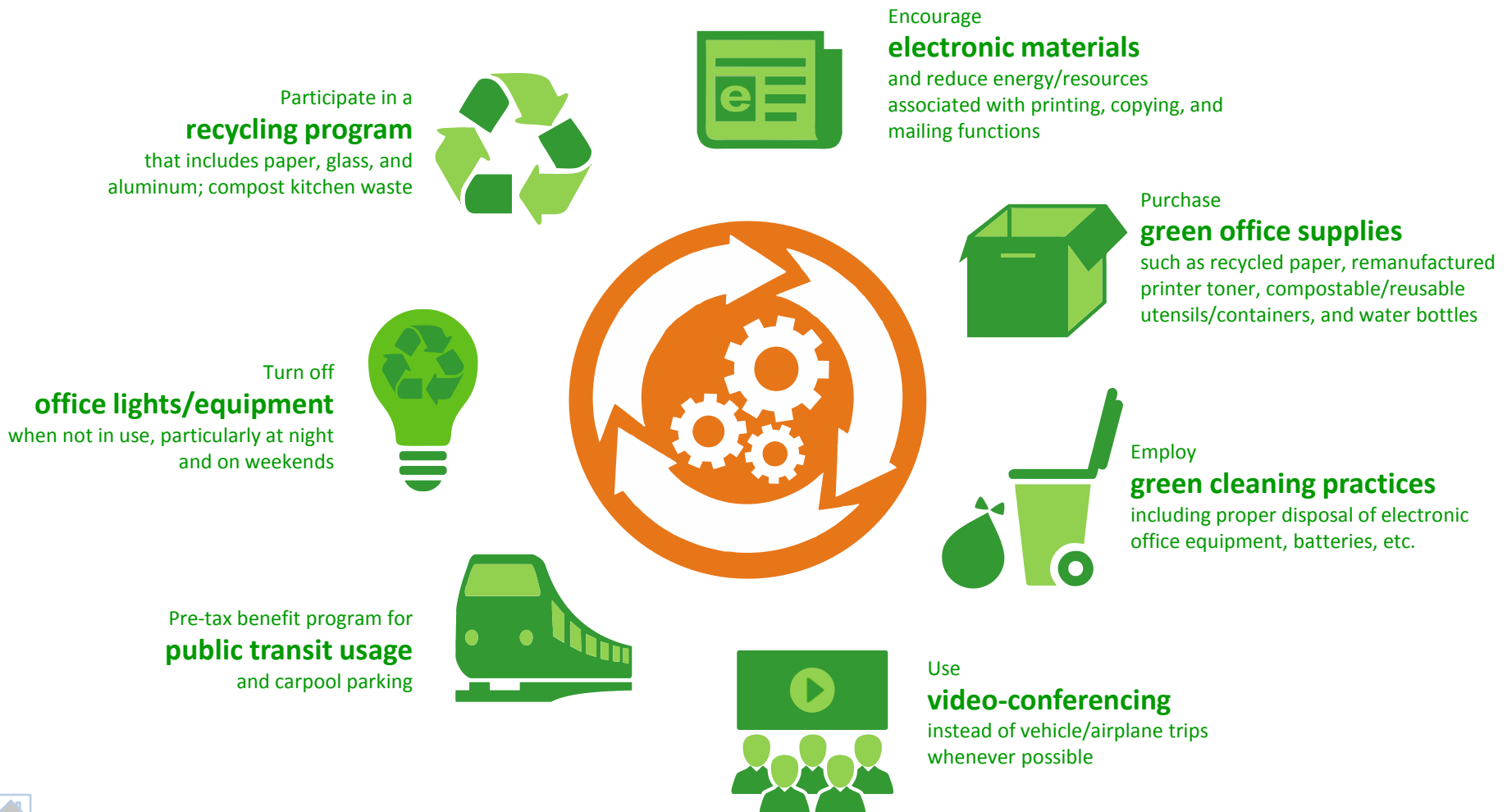
"I joined the LSA Ragnar team because it seemed like a challenging road trip with coworkers, albeit with a little more sweat, while attempting to stay awake and amicable. I thought the teamwork required to participate in this really revealed some great things about everyone that participated."

— Donson Liu (Irvine)



2. Sustainable Office Operations

The managing principals of each of LSA's nine California offices are primarily responsible for each office's approach to sustainable office practices and community initiatives.

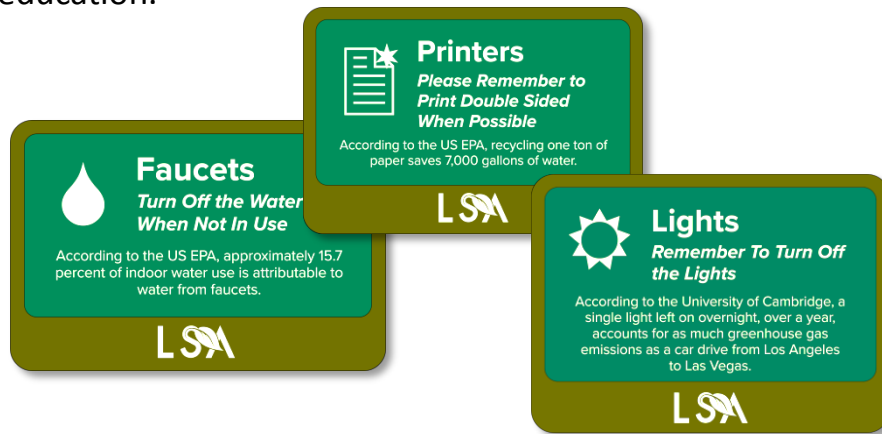


LSA Green Team

As an employee-owned firm, LSA is dedicated to enacting exemplary sustainability initiatives by integrating sustainable practices that will produce tangible results in its operations through employee engagement, facilities management, and company policies.

LSA's Irvine office formed a Green Team in 2009 (originally named the Sustainable Business Practice) dedicated to educating, encouraging, and engaging LSA employees in sustainable practices in the workplace, at home, and in the community.

In 2015, the Green Team achieved substantial progress toward its goals and developed initiatives in four key areas of sustainability: community service/volunteer events, facility management, behavioral improvements, and employee education.



Case Study: Improving the Office Environment

The Green Team works closely with the building owner's facilities staff to reduce resource consumption in the Irvine office. Their frequent communication and relationship with the building owner has been instrumental in addressing facilities-related sustainability concerns, establishing a contact point for communicating concerns, and providing data on utility usage for the 2014–2015 year, as well as in previous years, for tracking and comparing resource consumption.

In 2015, the building owner installed water aerators in bathrooms throughout the LSA Irvine office in order to reduce water consumption. The building owner agreed to also remove unnecessary lighting to take advantage of natural light in certain areas of the office.

In addition, four new electric vehicle charging stations in the Executive Park business complex provide convenient recharging for staff members driving electric vehicles.



3. Community Initiatives

LSA believes that involvement in the community is good corporate citizenship.

Over the years, the LSA staff has initiated food and diaper drives, led restoration efforts for creeks and wetlands, provided the labor for urban gardens and coastal cleanups, spearheaded volunteer efforts in classrooms, and supported local libraries.

LSA has also matched employee contributions for emergency relief and rebuilding efforts following natural disasters.



Case Study: International Coastal Clean-Up Day

Each year, the Ocean Conservancy works with organizations like the California Coastal Commission to host the world's largest volunteer event: International Coastal Clean-Up Day.

LSA employees from the Irvine office participated in several clean-ups held throughout Southern California and worked alongside members of the community to remove trash from river mouths, beaches, and other coastal areas to prevent ocean pollution.



3. Community Initiatives

The LSA Green Team participates in a variety of volunteer and community service events, including beach clean—ups, habitat restoration events, and E-waste recycling drives with various organizations.

The Green Team regularly updates a “Green Calendar” that provides LSA staff with environmentally-related events throughout the surrounding area.



Case Study: Giacomini Wetlands Restoration Project

For several years, LSA biologists have organized volunteers to participate in revegetation efforts as part of the Giacomini Wetlands Restoration Project. The wetlands, at the south end of Tomales Bay, are part of the Golden Gate National Recreation Area and the National Park Service is the lead agency for an ambitious project that restored 560 acres of pastureland back to wetlands.

The completed project successfully restored natural tidal and floodplain dynamics to this formerly diked area. LSA staff from the Berkeley and Point Richmond offices, under the direction of National Park Service Project Managers, removed invasive plants and planted natives.



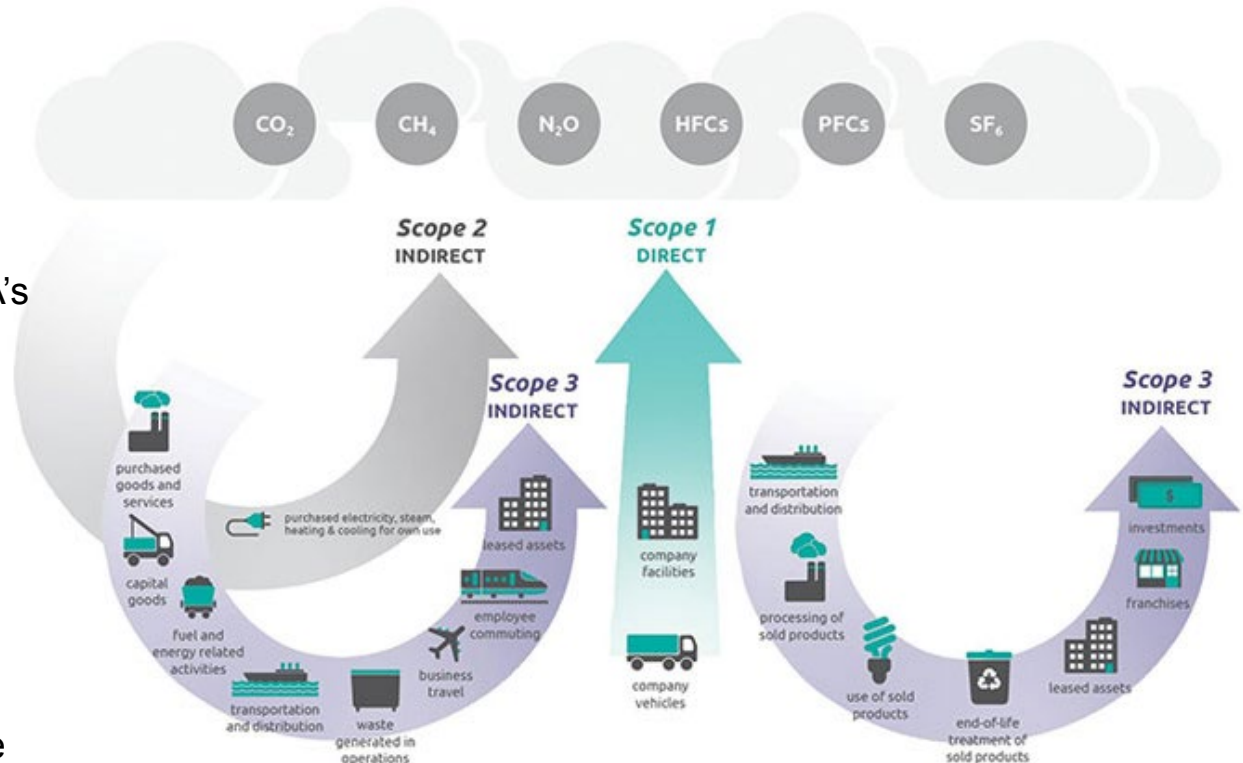


4. Reducing Our Carbon Footprint

The first step in reducing LSA's corporate carbon footprint is to determine the current baseline conditions contributing to GHG emissions. Baseline conditions include:

- Energy and water use in LSA's offices;
- Wastewater and solid waste generated by company activities; and
- On-road mobile emissions resulting from corporate activities.

Once the baseline conditions are determined, the most efficient strategies for reducing LSA's carbon footprint can be evaluated.



4. Greenhouse Gas (GHG) Reduction Initiatives

LSA wants to use resources efficiently and reduce the firm's carbon footprint.

More than 77 percent of LSA's GHGs are produced from the use of vehicles through both employee commute and LSA-owned vehicles. LSA has direct and indirect control over vehicle use, which provides an excellent opportunity to improve efficiency in LSA's on-road use of vehicles and make a significant reduction in the firm's carbon footprint.

Support of rideshare programs, telecommuting, transit, bike-to-work programs, and electric vehicle use are some of the ways LSA can reduce transportation-related GHG emissions.



Case Study:
Safe Bike-to-Work
Program

LSA employees are initiating a bike-to-work program for those employees able to bicycle to work. This program includes classes in how to safely bike to work on the busy roadway network surrounding the LSA offices.

The LSA Riverside Office has showers and lockers, as well as indoor bike storage, to facilitate the bike-to-work program. The Fresno office achieves one third of the employee commute trips by biking to work.



Case Study:
Electric Vehicle Use

The management of the Irvine office park recently installed electric vehicle chargers in the parking structure, allowing LSA employees who commute long distances to be able to do so in electric vehicles. The office management is also installing photovoltaic solar panels, making the use of chargers zero net emissions.

LSA is taking advantage of these opportunities whenever possible. Currently, the Fresno office achieves one third of the employee commute trips through use of an electric vehicle.

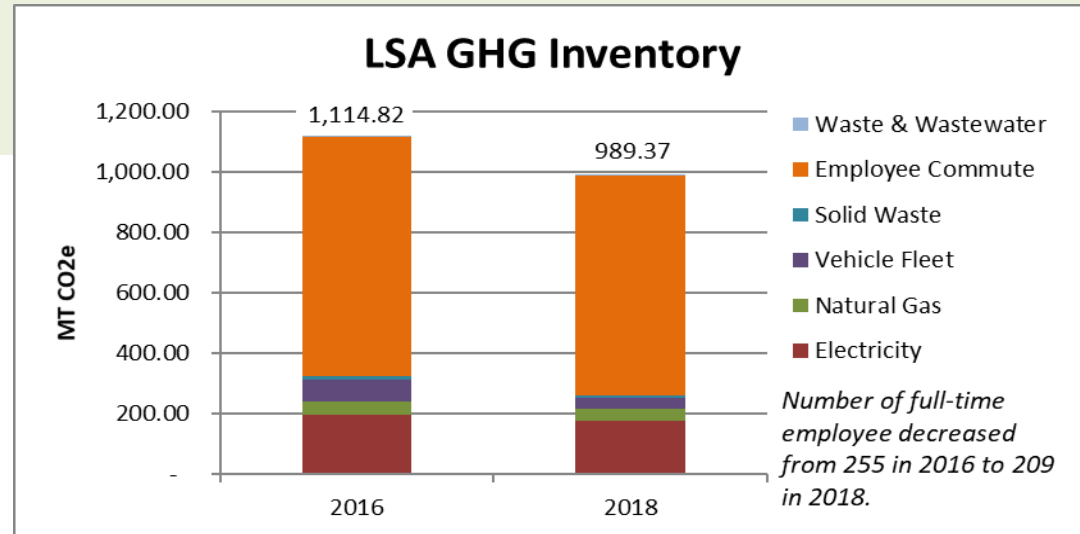




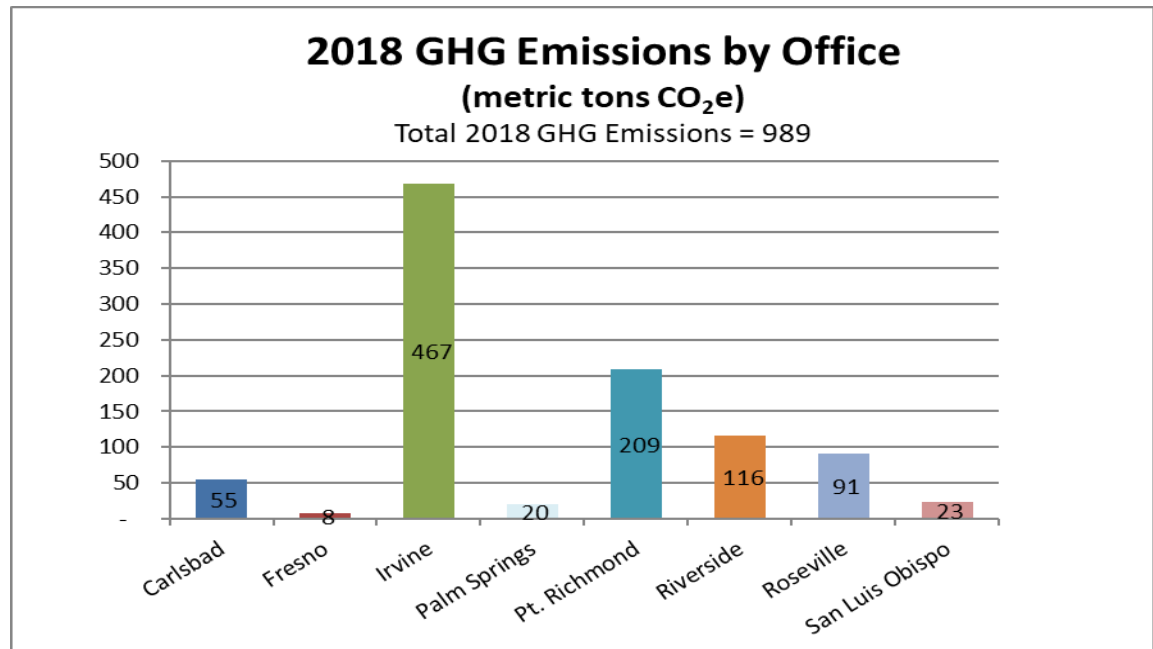
The LSA Corporate Carbon Footprint

LSA documented its current baseline carbon emissions in each of the nine offices that LSA operates.

LSA has elected to include employee commute emissions, which, under the protocol, is an optional indirect source of corporate emissions.



Total 2018 GHG Emissions
989.37 MT CO₂e
4.73 MT CO₂e per employee
Highest sector:
Employee Commute
70%
725.87 MT CO₂e





Carbon Reduction Goal

LSA's Carbon Reduction Goal:

Reduce GHG emissions by 3 percent per capita in CY 2018.

Each office provided a strategy to lower its carbon footprint to meet this goal.

For Earth Day 2018, LSA assessed each office's progress to meeting their goal.

CY2018 Annual Report Provided:

- Present LSA's CY2018 GHG inventory,
- Assess the company's performance in achieving the goal, and
- Set short-term and long-term carbon reduction goals.



Total 2018 GHG Emissions
989.37 MT CO₂e
**4.73 MT CO₂e per full –time
equivalent employee***
Highest sector: Employee
Commute
70%
725.87 MT CO₂e

* Full-time equivalent employees =
Regular hire + (Part-time and Project
hire total hours/ 40 hours per week)

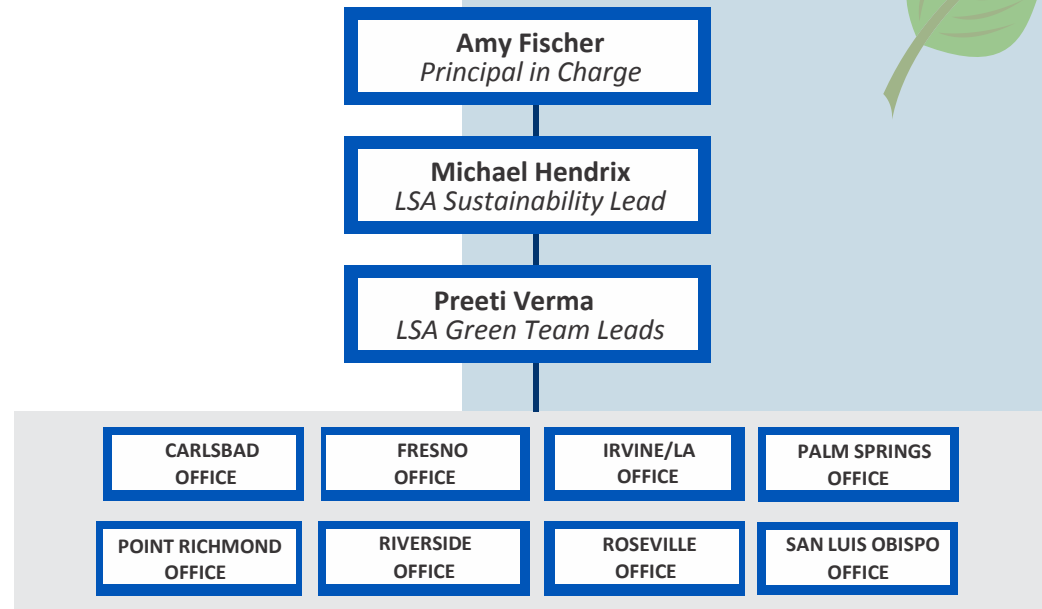


Sustainability Plan Implementation

LSA Sustainability Plan Implementation Structure:

- Principal-in-Charge: Amy Fischer
- LSA Sustainability Lead: Michael Hendrix
- LSA Green Team Lead: Preeti Verma
- Office Sustainability Coordinators
- Preference will be given to each office's Green Team liaison to serve as an Office Sustainability Coordinator.

LSA



How we are **REDEFINING** our CSR and Sustainability efforts....



LSA's Sustainability Goals

- ✓ We will ensure **the long-term financial health** of our firm and **create employment opportunities** by growing new markets and expand our services in new geographical areas.
- ✓ We will actively **promote and protect the natural environment**. We will monitor and manage our environmental and social impacts, both in our offices and at project sites.
- ✓ We will enhance the **quality of life of our employees and community** by promoting health, wellness and safety.
- ✓ We will **engage with our external stakeholders** in a meaningful way to encourage responsible community and land development.



Our Approach

We will deliver these objectives by providing professional consulting services that generate net positive outcome on the environment and society. We will constantly work to design solutions that are good for business and the planet.

As leaders in environmental consulting, we will:

- ✓ Provide the best recommendations on sustainable environmental practices and show proactive leadership and forward thinking.
- ✓ Build long standing relationships with our clients through sound decision-making, collaboration, and creative solutions.
- ✓ Share best practices and lessons learned with clients, peers and industry groups to share best to make sustainable solutions practical, feasible and cost-effective.

In collaboration with our stakeholders, we will:

- ✓ Share our progress with stakeholders by disclosing our sustainability performance regularly.
- ✓ Foster healthy, diverse and safe workplaces that support continuous learning of senior professionals and at the same time nurtures the development of the next generation of sustainability leaders.
- ✓ Seek opportunities to advance sustainable business practices in collaboration with our clients, non-profits and professional organizations.

In our offices and operations, we will:

- ✓ Proactively reduce our energy and water consumption, and minimize waste and emissions.
- ✓ Develop, adopt and continuously improve sustainability metrics following GRI protocol to measure and monitor our progress.
- ✓ Encourage staff to reduce its carbon footprint and operate efficiently through collaborative efforts.



Sustainability Reporting Methodology

This Sustainability Plan uses the GRI Standards as well as the Climate Initiative General Reporting and Local Government Operations Protocols to document LSA's corporate carbon footprint.

The Global Reporting Initiative (GRI) is a nonprofit organization that promotes economic, environmental, and social sustainability. GRI provides companies and organizations with a comprehensive sustainability reporting framework which is used worldwide within our industry.



Our Climate Change / Sustainability Services and Projects



LSA Climate Change and Sustainability Services

LSA's environmental practice is constantly updated to meet the challenge of evolving design, regulation, and analysis.

With respect to global climate change, for instance, LSA's planners and scientists have developed an approach to the quantification of impacts across the topical spectrum of transportation, air quality, energy, hydrology, wildfire risk, and other hazards.

Likewise, sustainable development is linked to the California Environmental Quality Act (CEQA) topics of utilities (water, wastewater, energy, and solid waste), transportation, air quality, and greenhouse gas (GHG) emissions.

LSA also provides climate change planning, including:

- Climate Action Plans
- Climate Change Adaptation Plans
- Climate Change Risk Analysis within Safety Elements of General Plans
- Sustainability Plans
- Urban Forestry Plans



Queens Necklace view of the greater south bay of Los Angeles



Los Angeles County Metropolitan Transportation Authority (Metro) Sustainability Engineering Services

LSA is the primary consultant leading 10 subconsultants to provide sustainability engineering services to Metro. LSA is working closely with Metro Environmental Compliance and Sustainability Department staff to realize sustainability program objectives. LSA manages the consultant team to provide training, conferences, and other opportunities to educate Metro staff within various departments, vendors, and contractors as well as the general public on the need for sustainability and the requirements of sustainable and resiliency design criteria. By developing software tools and integrating anticipated repair and maintenance costs resulting from climate change adaptation into Metro's Asset Management System, LSA helps make sustainability a normal part of doing business with Metro.

Client: LA Metro

Location: Los Angeles, California

Project Dates: 2017–Present

Key Personnel: Michael Hendrix, Zhe Chen

Relevance: Sustainability and climate action planning services and implementation tool design; climate risk and resiliency planning; monetizing environmental benefits; interagency coordination with Los Angeles County public entities.





Civic Center

San Bernardino County Regional GHG Reduction Plan

The San Bernardino County Regional GHG Reduction Plan came about through a cooperative planning effort that included the SBCTA, 21 cities, and the County of San Bernardino for the reduction of GHG emissions within the region. The project included a regional review of airport-related emission sectors, including county-operated municipal airports. The plan is designed to fulfill the requirements of CEQA Guidelines Section 15183.5, Tiering and Streamlining the Analysis of GHG allowing CEQA streamlining of future development project analysis. Mr. Hendrix and his team designed CAP implementation tools, including city-specific templates, reduction monitoring tools, and Screening Tables to implement and track reduction measures. This project won the 2012 Climate Change Business Journal Silver Award for innovative Energy and Carbon Management.

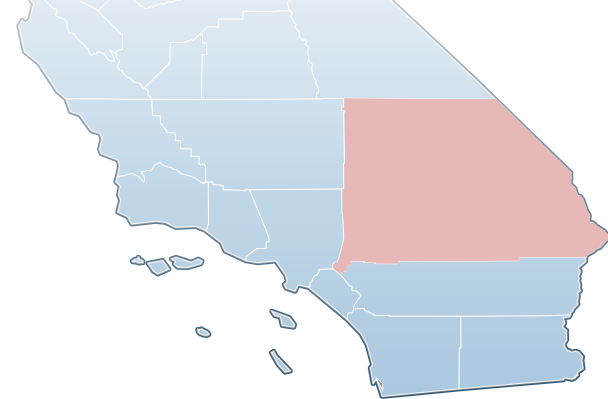
Client: SBCTA

Location: San Bernardino County, California

Project Dates: 2010–2015

Key Personnel: Michael Hendrix, Zhe Chen

Relevance: Climate action planning services and implementation tool design; CEQA Guidelines Section 15183.5; GHG inventories and reduction strategies; interagency coordination.





Client: South Bay Cities Council of Governments

Location: Los Angeles South Bay, California

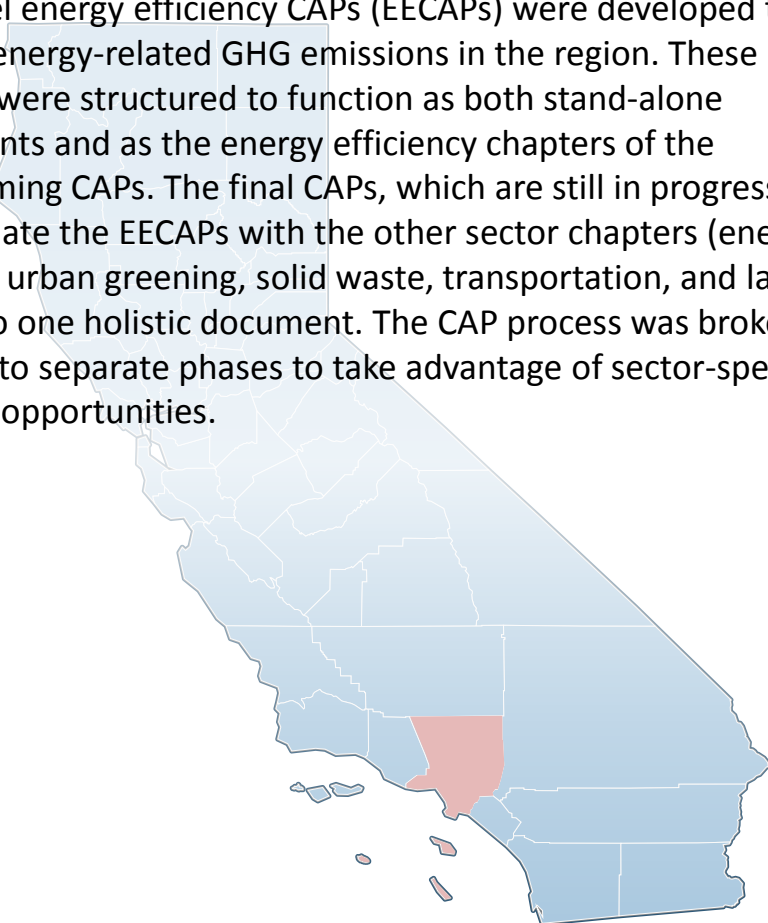
Project Dates: 2010–2012

Key Personnel: Michael Hendrix, Zhe Chen

Relevance: Climate action planning services in the County of Los Angeles; city-level energy efficiency; GHG reduction strategies, CAP tools; funding/grant application and interagency coordination.

South Bay Cities Energy Efficiency Climate Action Plans

In collaboration with the South Bay Cities Council of Governments and 15 participating South Bay cities, a subregional CAP and 15 city-level energy efficiency CAPs (EECAPs) were developed to reduce energy-related GHG emissions in the region. These reports were structured to function as both stand-alone documents and as the energy efficiency chapters of the forthcoming CAPs. The final CAPs, which are still in progress, will consolidate the EECAPs with the other sector chapters (energy storage, urban greening, solid waste, transportation, and land use) into one holistic document. The CAP process was broken down into separate phases to take advantage of sector-specific funding opportunities.



Orange County Sustainable Communities Strategy

LSA provided project management assistance to OCTA and the Orange County Council of Governments (OCCOG) and led the team preparing the Orange County Sustainable Communities Strategy (OC SCS). The OC SCS is the County's contribution to the region's compliance with Senate Bill 375. With a population over 3 million and a demographic that has become more diverse, the OC SCS reflects a changing dynamic for the County. The OC SCS is a significant document, and the process of writing Orange County's strategy caught the interest of many stakeholders. LSA coordinated with all 34 cities; the County of Orange; the Transportation Corridor Agencies; California Department of Transportation District 12; the Building Industry Association of Southern California; the Friends of Harbors, Beaches, and Parks the Kennedy Commission; the Public Law Center; and transit advocates.

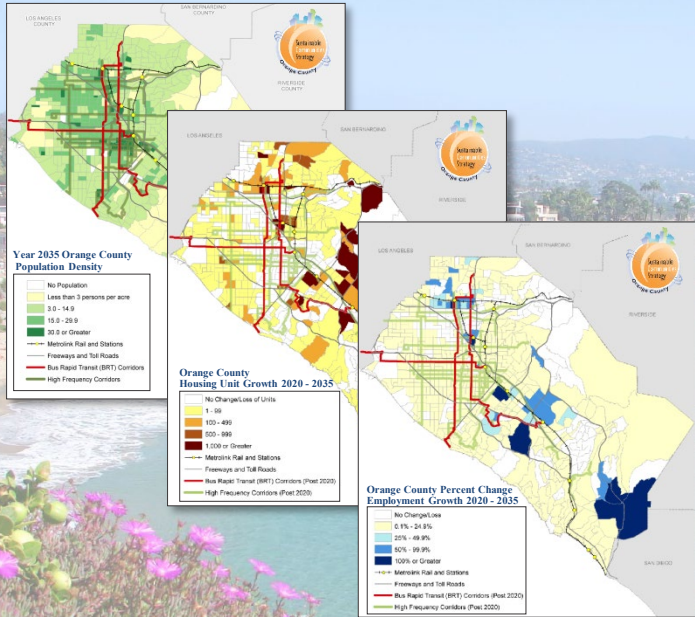
Client: Orange County Council of Governments

Location: Orange County, California

Project Dates: 2012–2012

Key Personnel: Anthony Petros

Relevance: Facilitation of Sustainable Communities Strategy; interagency and regional coordination; Senate Bill 375; community outreach and engagement; land use and environmental planning.





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Appendices

- GHG / Carbon footprint analysis per office
- Methodology to define reduction goals
- Awards
- LSA Employees – Sustainability Survey Questions





GHG / Carbon Footprint Analysis by Office



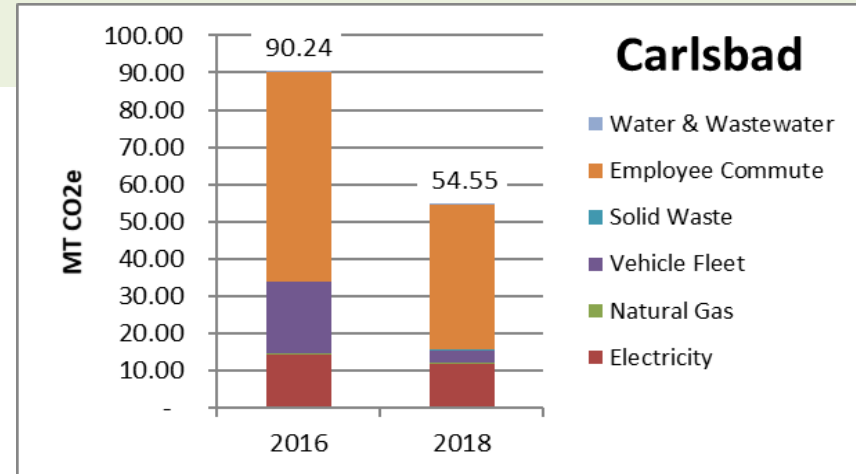


GHG / Carbon Footprint Analysis: Carlsbad Office

Number of employees: **7**

Female: **2**

Male: **5**



Total 2018 GHG Emissions

54.55 MT CO₂e

Highest sector: Employee
Commute

71%

38.94 MT CO₂e



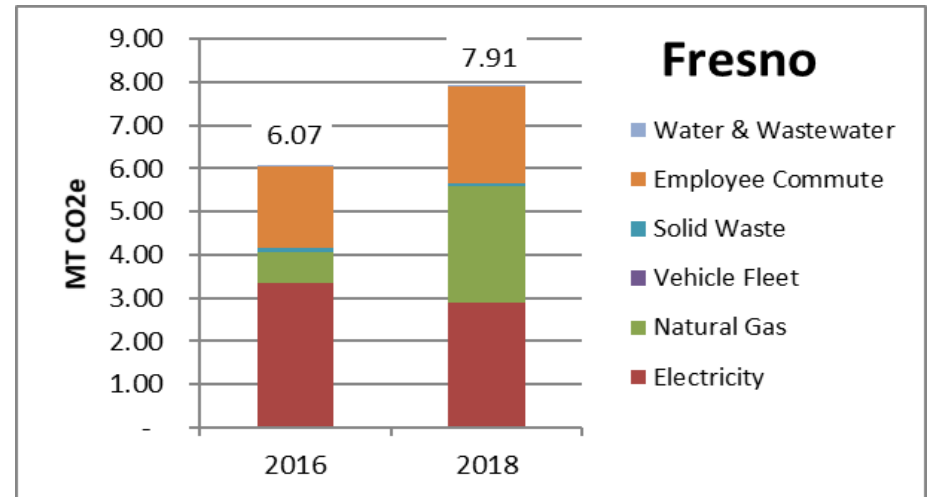


GHG / Carbon Footprint Analysis: Fresno Office

Number of employees: **3**

Female: **2**

Male: **1**



Total 2018 GHG Emissions

7.91 MT CO₂e

Highest sector: Electricity

37%

2.91 MT CO₂e



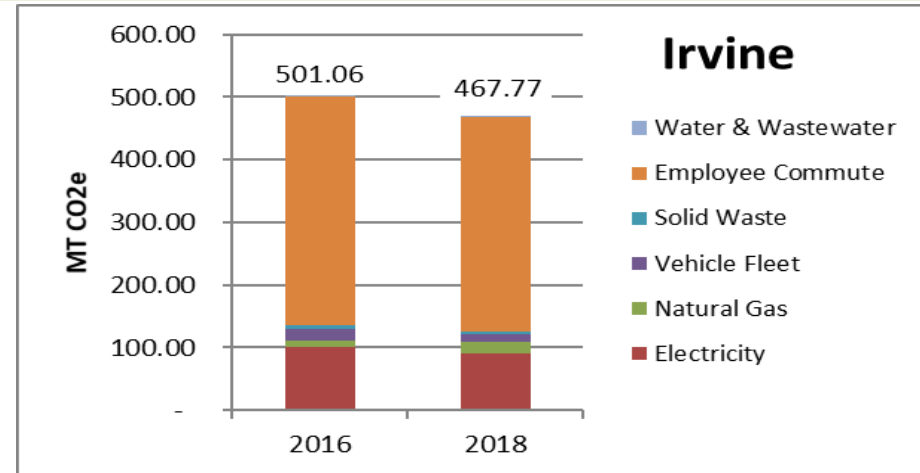


GHG / Carbon Footprint Analysis: Irvine Office

Number of employees: **91**

Female: **54**

Male: **37**



Total 2018 GHG Emissions
467.77 MT CO₂e
Highest sector: Employee
Commute
73%
342.54 MT CO₂e



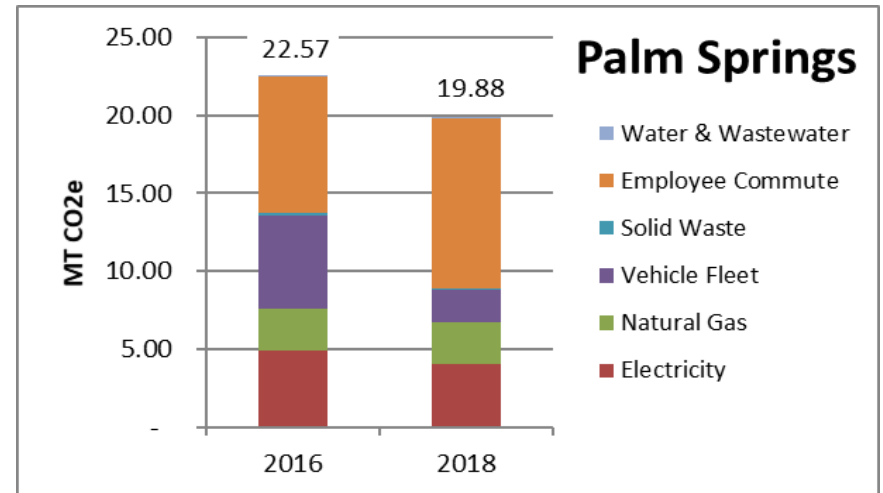


GHG / Carbon Footprint Analysis: Palm Springs Office

Number of employees: **3**

Female: **1**

Male: **2**



Total 2018 GHG Emissions

19.88 MT CO₂e

Highest sector: Employee Commute

55%

10.93 MT CO₂e



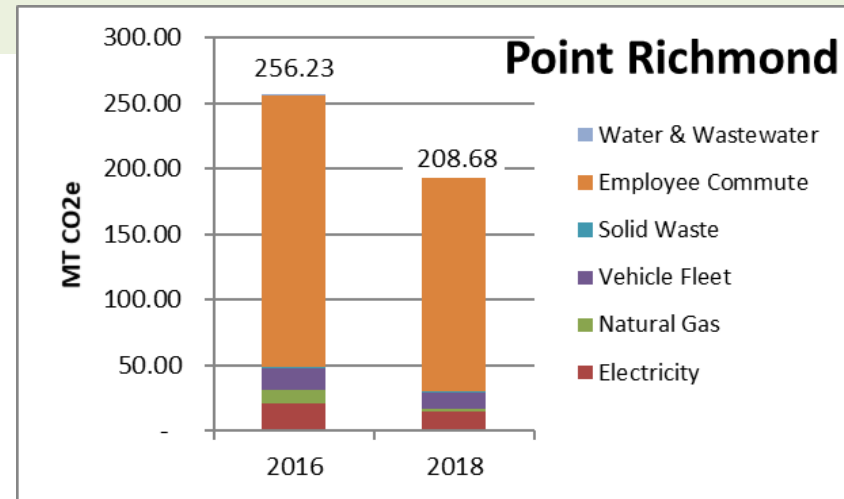


GHG / Carbon Footprint Analysis: Point Richmond Office

Number of employees: **30**

Female: **13**

Male: **17**



Total 2018 GHG Emissions
208.68 MT CO₂e
Highest sector: Employee
Commute
85%
178.31 MT CO₂e



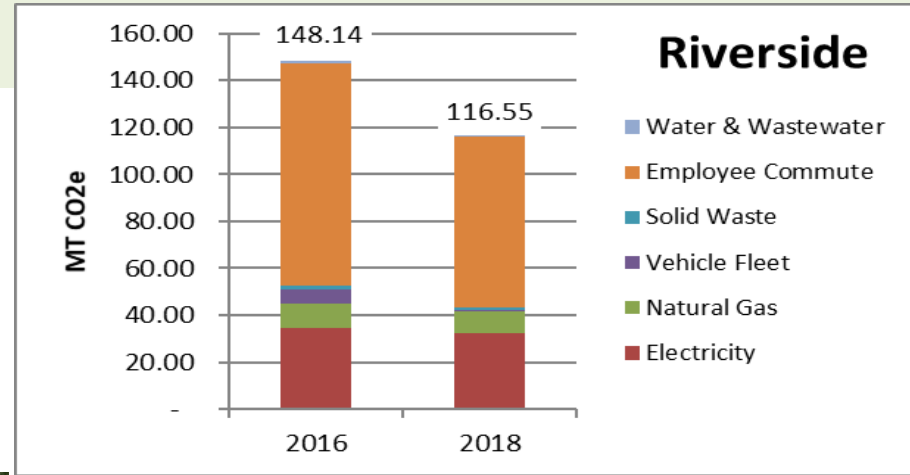


GHG / Carbon Footprint Analysis: Riverside Office

Number of employees: **21**

Female: **8**

Male: **13**



Total 2018 GHG Emissions

116.55 MT CO₂e

Highest sector: Employee Commute

62%

72.49 MT CO₂e



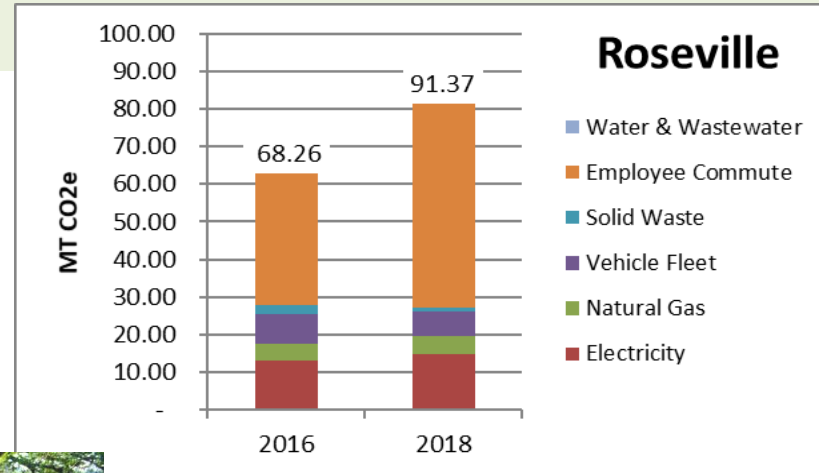


GHG / Carbon Footprint Analysis: Roseville Office

Number of employees: **15**

Female: **11**

Male: **4**



Total 2018 GHG Emissions

91.37 MT CO₂e

Highest sector: Employee
Commute

70.4%

64.30 MT CO₂e



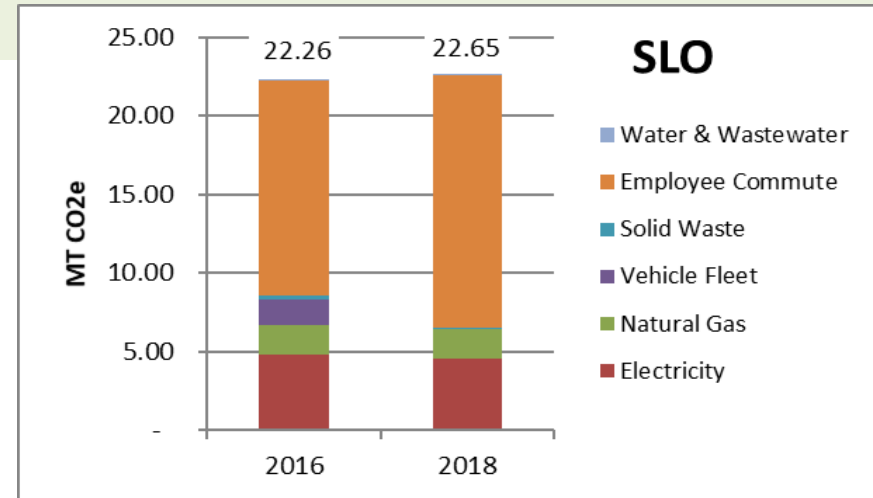


GHG / Carbon Footprint Analysis: San Luis Obispo Office

Number of employees: **5**

Female: **5**

Male: **0**



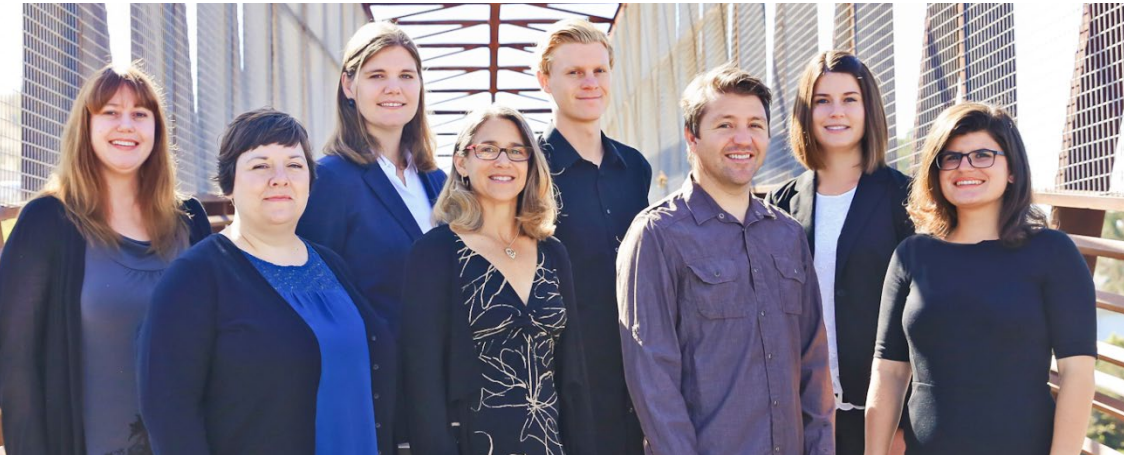
Total 2018 GHG Emissions

22.65 MT CO₂e

Highest sector: Employee
Commute

82%

16.12 MT CO₂e



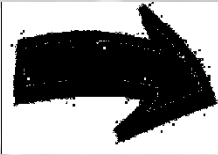
Methodology to define reduction strategies for each office



Step 1: Use GHG baseline inventory done by LSA Green Team to identify where each office is in terms of their carbon footprint.



Step 2: Develop survey question and send it to all LSA employees to identify sustainability related opportunities, challenges and room for improvement (personal and office specific).



Step 3: Send survey questions to 100+ LSA employees using survey monkey. Allow two weeks for respondents to provide input.



Step 4: LSA Sustainability team to analyze data gathered through survey questions.



Step 5: Finalize and develop office specific GHG reduction and sustainability strategies and get LSA Green Team members buy in for implementation.





AWARDS AND RECOGNITIONS



Earth Day (April 2018)

LSA Offices

- First Place – Point Richmond (Best score overall),
- Second Place – Riverside (Most improvement),
- Third Place – Fresno (Lowest transportation sector carbon emissions)
- Fourth Place – Palm Springs (Lowest water footprint)



LSA EMPLOYEE SURVEY - SUSTAINABILITY

LIST OF QUESTIONS



PART ONE – GENERAL SUSTAINABILITY QUESTIONS

1. Which office do you work or report to?

- a. Carlsbad
- b. Fresno
- c. Irvine
- d. Los Angeles
- e. Palm Springs
- f. Point Richmond
- g. Riverside
- h. Roseville
- i. San Luis Obispo
- j. Home/ off-site



2. How familiar are you with the term “Corporate Social Responsibility (CSR) or sustainability?”

- a. Very familiar
- b. Somewhat familiar
- c. Not familiar

3. How familiar are you with the LSA’s Green Team?

- a. Very familiar
- b. Somewhat familiar
- c. Not familiar



LSA EMPLOYEE SURVEY - SUSTAINABILITY

LIST OF QUESTIONS



4. Do you consider sustainability in your daily practices and decision making at work?

- a. Yes
- b. No
- c. I don't know

5. Is sustainability important for your clients in your region/office location?

- a. Extremely important
- b. Very important
- c. Moderately important
- d. Slightly important
- e. Not at all important
- f. I don't know

6. I think we could do a lot more to become more "sustainable" at LSA.

- a. True
- b. False
- c. I am not sure

7. Would you like to have more training/education on sustainability?

- a. Yes
- b. No



LSA EMPLOYEE SURVEY ON SUSTAINABILITY

LIST OF QUESTIONS

PART TWO – SPECIFIC SUSTAINABILITY PRACTICE QUESTIONS (ON ENERGY, WATER, WASTE, TRANSPORTATION, EDUCATION, COMMUNICATION AND LEADERSHIP)

1. What specific sustainability/environmental program does your office have? (E.g. recycling, composting, carpooling program, bike sharing etc.)
2. Do you have any ideas of how you could better conserve energy (electricity or natural gas) at work?
3. Do you use a cleaner mode of transportation such as hybrid, electric/hydrogen fuel cell car, biking, walking etc. to commute to work? Do you take public transport to commute to work (i.e., bus, train)?
4. Do you have any ideas of how you could better conserve water at work?
5. Do you have any ideas of how you could produce less waste or increase recycling at work?
6. Do you have any ideas how to enhance safety, health and employee wellbeing (beyond what is currently in place at LSA)? Does your office encourage conference calls, work from home etc. to decrease commute time, reduce carbon footprint?)
7. How would you like to see LSA more involved in the community?
8. What topics should a CSR / sustainability /climate change education program include? (E.g. General information about sustainability issues; LSA's sustainability successes & accomplishments; actions at work to conserve or project resources; environmental footprint of LSA; volunteer programs etc.)
9. In your opinion, what motivates employees to engage in corporate sustainability activities? (E.g. Environmental and society concerns for the environment and society; evident CEO support or mandate; sustainability goals included in performance evaluation; i company reputation; internal champions; employee's success stories etc.)
10. What are top 3 critical factors to have in place for a successful CSR/sustainability program? (E.g. Executive commitment; strategy & goals; sustainability education program; incentives, recognition, open communication; I don't know etc.)

