

ATTACHMENT 2

**Appleton Office**

- Describe your past and current environmental performance with respect to each covered facility or activity included in this application. Within this attachment establish a baseline date against which future progress can be measured.

The Appleton facility is located in a redeveloped paper mill along the Fox River in Appleton. Past environmental performance includes adaptive re-use of an historic structure; recycling; use of dishes/silverware in lieu of disposable dishes/cutlery; consideration of solar panels on roof during reconstruction of office space; bike facilities; adjacency to restaurants and other amenities which minimizes need for travel during work hours; use of recycled paper; high efficiency lighting; light sensors in bathroom; high efficiency windows; passive lighting.

Baseline date to evaluate future progress is July 1<sup>st</sup>, 2011.

- Describe your future plans for enhancing the environment with respect to the same facilities/activities.

Future plans include establishment of an Environmental Management System which will benchmark and monitor the following performance indicators as part of SEH Inc. corporate Sustainability Plan:

<b>Indicator</b>
Materials use by weight or volume
Percentage of materials used that are recycled input materials
Indirect energy consumption by primary source
Energy saved due to conservation and efficiency improvements
Initiatives to reduce indirect energy consumption and reductions achieved
Total direct and indirect greenhouse gas emissions by weight
Other relevant indirect greenhouse gas emissions by weight
Initiatives to reduce greenhouse gas emissions and reductions achieved
Total number and volume of significant spills
Monetary value of significant fines and total # of non-monetary sanctions for non-compliance with environmental laws and regulations
Significant environmental impacts of transporting products and other goods and materials used for the organization's operations, and transporting members of the workforce
Total hours of employee training on policies and procedures concerning aspects of human rights that are relevant to operations, including the percentage of employees trained
Total number of incidents of discrimination and actions taken
Total workforce by employment type, employment contract, and region
Total number and rate of employee turnover by age group, gender, and region

Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs
Rates of injury, occupational diseases, lost days, and absenteeism, and total number off work-related fatalities by region
Average hours of training per year per employee by employee category
Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings
Composition of governance bodies and breakdown of employees per category according to gender, age group, minority group membership, and other indicators of diversity
Direct economic value generated and distributed, including revenues, operating costs, employee compensation, donations and other community investments, retained earnings, and payments to capital providers and governments
Policy, practices, and proportion of spending on locally-based suppliers at significant locations of operations
Understanding and describing significant indirect economic impacts, including the extent of impacts
Percentage of ESOP members participating in annual board election process
#, type of LEED and other Sustainability-related certifications
Some type of indicator related to profitability
#, % of employees biking, walking, taking mass transit to work
Track programs established by staff incentive program and (individual or collective ?) cost reductions.

### La Crosse Office

- Describe your past and current environmental performance with respect to each covered facility or activity included in this application. Within this attachment establish a baseline date against which future progress can be measured.

Past and current environmental performance at the La Crosse facility includes recycling; use of natural lighting; use of silverware/cutlery in lieu of disposable items; located in a multi-use redeveloped facility with shared restroom; adjacent to walkable lunch and recreation facilities.

- Describe your future plans for enhancing the environment with respect to the same facilities/activities.

Future plans include establishment of an Environmental Management System which will benchmark and monitor the following performance indicators as part of SEH Inc. corporate Sustainability Plan:

<b>Indicator</b>
Materials use by weight or volume
Percentage of materials used that are recycled input materials
Indirect energy consumption by primary source
Energy saved due to conservation and efficiency improvements
Initiatives to reduce indirect energy consumption and reductions achieved
Total direct and indirect greenhouse gas emissions by weight
Other relevant indirect greenhouse gas emissions by weight
Initiatives to reduce greenhouse gas emissions and reductions achieved
Total number and volume of significant spills
Monetary value of significant fines and total # of non-monetary sanctions for non-compliance with environmental laws and regulations
Significant environmental impacts of transporting products and other goods and materials used for the organization's operations, and transporting members of the workforce
Total hours of employee training on policies and procedures concerning aspects of human rights that are relevant to operations, including the percentage of employees trained
Total number of incidents of discrimination and actions taken
Total workforce by employment type, employment contract, and region
Total number and rate of employee turnover by age group, gender, and region
Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs
Rates of injury, occupational diseases, lost days, and absenteeism, and total number off work-related fatalities by region
Average hours of training per year per employee by employee category
Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings
Composition of governance bodies and breakdown of employees per category according to gender, age group, minority group membership, and other indicators of diversity
Direct economic value generated and distributed, including revenues, operating costs, employee compensation, donations and other community investments, retained earnings, and payments to capital providers and governments
Policy, practices, and proportion of spending on locally-based suppliers at significant locations of operations
Understanding and describing significant indirect economic impacts, including the extent of impacts
Percentage of ESOP members participating in annual board election process
#, type of LEED and other Sustainability-related certifications
Some type of indicator related to profitability
#, % of employees biking, walking, taking mass transit to work
Track programs established by staff incentive program and (individual or collective ?) cost reductions.

