

1. Aspen's Mission Statement: A Declaration of Our Commitment to Sustainability

Aspen Environmental Group (Aspen) strives to maximize the degree to which we operate in a sustainable manner, with the understanding that sustainable business practices include all actions and decisions which serve to reduce Aspen's ecological footprint and contribute to environmental and social sustainability. Aspen's Mission Statement, which is presented below, is a public declaration of our purpose and objectives as a leading environmental consulting firm, particularly as related to environmental stewardship and sustainability.

Aspen Environmental Group is dedicated to continuous improvement in the understanding of the relationships between human activities and the environment. We are committed to providing practical solutions in support of a strong economy and industrial progress, based on the principles of sustainable use of Earth's resources and maintenance of a safe and healthy environment.

This Mission Statement is derived from the principles of sustainability and is the driving force behind how Aspen makes decisions about daily practices as well as long-range business development. By presenting this Mission Statement on our website for viewing by clients, prospective clients, and the public, Aspen is accountable for the sustainable goals and objectives we are founded upon. This Mission Statement is directly reflective of Aspen's purpose, values, objectives, and responsibilities towards sustainable business practices and development.

2. Sustainability Q & A

This section provides answers to common questions regarding the concept of sustainability. Some of the following questions may be subjective, and the discussions provided reflect Aspen's philosophy towards sustainability, particularly with respect to our business actions and goals.

What is "sustainability"?

There are many definitions available for the concept of "sustainability." Considering Aspen's purposes of identifying and developing sustainable business practices, we choose to embrace a broad definition of sustainability, which encompasses issues on the environmental, social, and economic levels. This definition is provided by the United Nations World Commission on Environment and Development (WCED), which describes "sustainable development" as the meeting of present needs without compromising the ability of future generations to meet their own needs. Each of the three primary factors contributing towards sustainable development – environmental, social, and economic – is summarized below.



"Sustainability" accounts for the needs of present and future generations.

Environmental Sustainability is a state of equilibrium, where the volume of natural resource consumption is equal to the replenishment of such resources. Resources that are particularly affected by human activities include water, timber, and fossil fuels such as coal, oil, and natural gas.

Social Sustainability encompasses factors such as education, family, culture, and overall quality of life. Under socially sustainable conditions, all humans and communities would have equal access to the same resources and opportunities, for both present and future generations.

Economic Sustainability is typically measured in monetary terms, and therefore is the most easily quantitative of the three identified sustainability categories. Economic sustainability is critical to business success, and to the ability of a business to contribute towards other aspects of sustainability.

How is sustainability assessed?

The concept of sustainability is applicable to a wide range of scales and can therefore be assessed in many different ways and levels of detail. As a result, there is no clear, quantitative methodology by which to assess the presence of sustainability or success of sustainability decisions. In the acclaimed book "Our Ecological Footprint: Reducing Human Impact on the Earth," Mathis Wackernagel and William Rees describe the assessment of global sustainability in terms of an "ecological footprint," where the footprint represents "...all land area necessary to sustain current levels of resource consumption and waste discharge by [a given] population." In accordance with this theory, each individual and community on the planet has an ecological footprint, and the collective ecological footprint of Earth's population has direct implications on the viability of sustainable development.



The "ecological footprint" is an effective model for assessing environmental and social sustainability.

As with an individual, a household, or an entire community, a private company such as Aspen Environmental Group also has an ecological footprint resulting from resource consumption and waste production.

In order to incrementally decrease the size of an ecological footprint and thus make progress towards sustainable development, the contributors to a respective footprint must minimize factors that contribute to resource consumption and waste production. Aspen therefore strives to maximize efficiency in all of our business practices, with a focus on sustainable development and sustainability decisions in planning for the future.

What are "sustainability decisions"?

Sustainability decisions are those which effectively support and make progress towards the concepts of sustainable development that are described above. Sustainability decisions occur on every scale, including individual, regional, and national. Below is a summary of how sustainability decisions may occur, with respect to environmental and social factors.

Scale	Environmental Sustainability	Social Sustainability
INDIVIDUAL	<ul style="list-style-type: none"> • Purchase organic and locally grown products • Recycle and compost waste materials • Conserve energy and water • Grow household produce 	<ul style="list-style-type: none"> • Volunteer for community organizations • Purchase designated Fair Trade* products • Understand and further cultural values and practices to the maximum extent feasible
REGIONAL	<ul style="list-style-type: none"> • Minimize urban sprawl in land use planning • Develop and support practices such as water conservation and alternative energy use • Employ policies that encourage use of public recycling and composting facilities 	<ul style="list-style-type: none"> • Develop and support public education and career development programs • Provide public resources such as open space, recreational facilities, parks, libraries, and community centers
NATIONAL	<ul style="list-style-type: none"> • Implement federal policies that encourage conservation and waste minimization • Conduct trade only with countries that support environmentally sustainable practices 	<ul style="list-style-type: none"> • Implement federal policies that support social development, i.e. via education and culture • Provide support for nations where citizens are socially repressed

* Fair Trade is an organized movement that promotes sustainability through payment of fair market prices for exports from developing countries such as coffee, sugar, produce, cotton, wine, and handicrafts, among others (www.fairtradefederation.org).

Sustainability decisions occur in a variety of ways, and to multiple different magnitudes. Ideally, effective sustainability decisions should occur on each of the levels described above. Therefore, it is essential to develop and implement strategic sustainability decisions on every possible level, including as a corporate entity such as Aspen Environmental Group.

3. Aspen’s Sustainability Philosophy and Actions

This section discusses Aspen’s philosophy, actions, and goals related to sustainability, as reflected in our Mission Statement and daily actions.

3.1 Philosophy

Aspen’s philosophy on sustainability is to make clear, direct, and conscious efforts in support of effective sustainability decisions, and to continue improving our contribution towards sustainable development through internal coordination and education, as well as collaboration with like-minded companies and organizations.

Aspen’s corporate vision, which is to be the premier integrated, interdisciplinary environmental compliance, planning, and engineering services provider for energy, natural resource, and infrastructure projects in the western United States, is based on our Mission Statement (as presented in Section 1 of this document). Integral to this Mission Statement and, subsequently, to Aspen’s corporate vision, is Aspen’s clear and public declaration of our commitment to sustainability.

Aspen recognizes that in order to successfully realize our corporate vision, it is essential that our daily practices and business transactions are made in such a way as to support the concepts of sustainability and sustainable development. Following is a summary of Aspen’s management objectives related to our natural environmental, team members, and community; these objectives have been developed for consistency with our sustainability philosophy and are intended to further our progress towards environmental and social sustainability.

Natural Environment

- Conservation of energy use
- Minimization of resource consumption including fossil fuels
- Reuse and recycling of waste products

Team Members

- Health and safety assurance for all Aspen team members
- Equity of opportunities
- Education and career enhancement through regular training opportunities

Community

- Company involvement in community events and activities
- Philanthropic involvement domestically and overseas
- Support of employee involvement

As described above, Aspen's philosophy on sustainability is hinged on actions taken towards supporting environmental and social sustainability through our influence on the natural environment, Aspen team members, and our surrounding communities. Ultimately, there is always more that can be endeavored and accomplished towards the goal of sustainability and therefore, while maintaining our current dedication to sustainability decision-making, Aspen is also constantly exploring new opportunities to minimize our ecological footprint and maximize our contribution towards the attainment of environmental and social sustainability.

3.2 Actions

As a business with offices, clients, and project sites located throughout the western United States, Aspen has many opportunities to make positive strides towards sustainable development on the local and regional scales, and beyond. This section discusses how Aspen is accountable for our dedication to sustainability, and how our daily business practices support this dedication.

3.2.1 Accountability

Accountability in terms of sustainable development and corporate culture is about transparency of motivations, procedures, and planning processes. As stated in Section 1 of this document, Aspen's Mission Statement is a public declaration of the sustainability goals and objectives upon which our organization is founded. Also as described in Section 2 of this document, in the absence of a clear, quantitative methodology by which to measure the success of sustainable business practices, we strive to make strategic sustainability decisions wherever possible.



Aspen's LEED Candidate corporate headquarters building in Agoura Hills, California

The most recent and tangible example of this is the LEED (Leadership in Energy and Environmental Design) candidate building in Agoura Hills, California, which serves as Aspen's corporate headquarters. The United States Green Building Council (USGBC) developed the LEED Green Building Rating System as a voluntary, consensus-based national standard for developing high-performance, sustainable buildings. In accordance with the LEED program, Aspen's corporate headquarters building was designed and built using strategies to achieve high performance in areas of human and environmental health, sustainable site development, water savings, energy efficiency,

materials selection, and indoor environmental quality. Following is a selective summary of the areas in which this building makes positive strides towards sustainable development.

Area of Improvement	Features of the Aspen Headquarters Building
Water Use	<ul style="list-style-type: none"> • Automatic faucets • Energy star dishwasher • Reduced water urinals • Low-flow toilets • Use of gray water for non-potable uses
Energy Reduction	<ul style="list-style-type: none"> • Maximization of day light and views - 95% of spaces receive natural light and ventilation • Economizers used so compressors are not running when exterior air temperatures can provide heating or cooling • 20% reduction in energy for lighting • Light-emitting diodes (LEDs) for lighting • Solar tubes throughout the second floor • Optimized lighting control (sensors for 75% of lighting load) • 22% reduction in energy use per square foot • Optimized HVAC (dampers and controls, occupancy sensors, new equipment) • Energy efficient equipment: 50% of wattage is Energy Star rated • Sub-metering equipment installed
Materials	<ul style="list-style-type: none"> • Construction Waste Management - 75% of waste diverted from landfill disposal • Material Reuse - 70% of furniture and furnishings • 75% recycled flooring and counter tops including glass, mirrors, porcelain and stone scrap bound by environmentally friendly resin (part corn oil) • Cradle to cradle backing for tiles and carpet • Regional Materials - 20% of materials manufactured regionally, 10% extracted regionally • 100% reclaimed red oak wood flooring finished on-site • Carpet tiles are 100% reusable and recyclable
Air Quality	<ul style="list-style-type: none"> • Outdoor air delivery monitoring, including CO2 monitoring • Controlled use of VOCs during construction including paints, stains, adhesives and laminates • 30% increase in ventilation • Air quality management during construction and before occupancy • Low-emitting materials (adhesives, paints, flooring, furniture) • Indoor chemical and pollutant source control

LEED certification will provide third-party verification that Aspen's corporate headquarters' building adheres to specific strategies designed to maximize the efficiency of certain sustainability decisions. LEED buildings maximize operational efficiency while minimizing environmental impact. In addition, Aspen's corporate headquarters building provides a warm and welcoming environment for our employees, with plenty of natural light, a comfortable setting, and high indoor environmental quality, while also reducing our use of energy and minimizing the impacts associated with energy generation and transmission. Therefore, this building is an ideal example of Aspen's accountability in striving towards environmental and social sustainability.



3.2.2 Business Practices

Many of Aspen's daily business practices are specifically designed to improve our contributions towards sustainable development, including in the areas listed below.

- Remote Conferencing
- Remote Work Capabilities
- Recycling Efforts
- Energy Efficiency and Technology Advancement
- Social Contributions
- Employee Benefits and Professional Development
- Support of NGOs and Non-Profits
- Volunteerism and Community Outreach

Following is a brief summary of Aspen's business practices in each of the aforementioned areas, as applicable to sustainable development and sustainability decisions.

Remote Conferencing

One of the most intensive contributors to fossil fuel consumption, which is a significant factor in the size of an ecological footprint, is travel and transportation. In order to minimize this area of contribution to Aspen's ecological footprint, our office are equipped with state-of-the-art video and web conferencing equipment, thereby facilitating the conferencing of numerous meetings that would otherwise have required travel of sometimes great distances. These conferencing capabilities directly reduce Aspen's ecological footprint by avoiding the need to consume fossil fuels for business travel.



Minimization of natural resource consumption and the associated waste production increases Aspen's contribution to environmental sustainability.

Remote Work Capabilities

The Aspen team is comprised of industry-leading resource specialists, scientists, and planners. In order to make this impressive collection of professionals available as the Aspen team, some staff are not located in the same immediate vicinity as Aspen's established offices. Therefore, in order to avoid the need for team members to commute to the nearest office, which require fossil fuel consumption and contribute to Aspen's ecological footprint, we have implemented electronic systems and technological capabilities for team member collaboration to occur remotely. These remote work capabilities are regularly used for internal collaboration between Aspen's primary offices, as well as for external collaboration between team members, sub-contractors, and clients. As such, Aspen's remote work capabilities directly reduce our ecological footprint by avoiding the need to consume fossil fuels.

Reduce, Reuse, Recycle

Some of the practices which are most effective in reducing an ecological footprint and contributing towards sustainability are also very simple, and are summarized in the concept of "Reduce-Reuse-Recycle." The actions described below have been incorporated into Aspen's daily business practices and are considered to be directly effective in decreasing our ecological footprint.



Reduce. In order to reduce the volume of our paper consumption, Aspen provides electronic work products whenever possible, as deemed acceptable by the client. In addition, Aspen team members never print pages unless absolutely necessary. As a result, the majority of our work is completed electronically.

Re-Use. Aspen re-uses office supplies including paper, binders, re-writable discs, presentation boards, and office furniture. When office supplies are needed, Aspen team members communicate internally so that necessary supplies are shared to the maximum extent possible and new materials are only purchased when necessary.

Recycle. Aspen recycles waste products and purchases recycled products whenever possible. Potentially hazardous materials such as batteries and printer cartridges are collected and disposed of at appropriate facilities. Scrap paper and other recyclable products such as glass and aluminum are collected and recycled at city facilities.

Energy Efficiency and Technology Advancement

In each of Aspen's offices, efforts are made on a daily basis to ensure that minimal energy is consumed as a part of normal business practices. These efforts include but are not limited to the following: installation and use of energy efficient lighting; turning off lights and electronics when not in use; maintaining standard thermostat temperature settings; and utilizing "sleep" settings to minimize energy consumption by computers. In addition, Aspen is constantly striving to improve our technological capabilities by investing in new equipment and training programs which help to streamline work processes and subsequently reduce our overall energy consumption. These actions to improve energy efficiency and technology advancement have helped to reduce our ecological footprint, and have also positioned Aspen as a leader in the provision of technological services including GIS mapping, modeling, and analysis.



Energy efficiency is integral to Aspen's philosophy.

Social Contributions

Social sustainability is similar to environmental sustainability, but focuses on humanitarian issues including human rights, labor rights, and corporate governance. As with environmental sustainability, achieving and maintaining social sustainability would ensure that future generations have access to and experience the benefits of the same or better social programs and quality of life as the present generation. Achieving the goal of social sustainability is an important step in also achieving environmental sustainability, as communities which are suffering on a social level are less likely to make the lifestyle changes and investments required to move towards environmental sustainability. Aspen's contributions towards social sustainability include: employee benefits and professional development, volunteerism and community outreach, and support of non-governmental organizations (NGOs) and non-profit organizations (NPOs).

Employee Benefits and Professional Development.

An important aspect of Aspen's management objectives is support of our team members. Aspen provides all full-time team members with a variety of benefits, including the following: paid holidays; paid



Team member satisfaction is a key aspect of Aspen's success in sustainability actions.

vacation and sick leave; health, dental, and visual insurance coverage options; a pre-tax savings program for medical expenses (Cafeteria Plan, Section 125); life insurance; long-term disability; and 401(k) savings plan options with employer matching opportunities. In addition, Aspen strongly encourages team members to continue education and professional development by offering unique opportunities such as: flexible hours to accommodate a variety of schedules; tuition reimbursement for certain courses; registration for professional development seminars; and membership to organizations such as the American Planning Association, National Association for Environmental Professionals, and Association of Environmental Professionals. Aspen team members are the heart of our organization, and the employee benefits and professional development opportunities described above demonstrate Aspen's strong commitment to supporting a healthy, stable, and proactive workforce.

Support of Non-Governmental Organizations and Non-Profit Organizations. Throughout Aspen's twenty-year history as an environmental institution, our founders and team members have consistently demonstrated a commitment to non-governmental organizations and non-profit organizations, through the provision of both financial and volunteer support. For instance,



Aspen has contributed to the BookMobile Lending Library through the Oxnard School District Literacy Project.

following the massively destructive tsunami that hit Southeast Asia on December 26th of 2004, Aspen matched in-full all employee contributions to the Asian Tsunami Relief Fund under the United Nations International Children's Emergency Fund (UNICEF). In addition, acting on the understanding that education is a key to solving many social and community problems, Aspen has supported a variety of educational programs over the years, including but not limited to the following: El Centrito De La Colonia; BookMobile Lending Library (Oxnard School District Literacy Project); UCLA Environmental Science and Engineering Program; San Francisco School Volunteers; Mona Foundation; Center for Global Integrated Education (CGIE); and School of the Nations in Macau, China.

Other programs that Aspen has contributed to include: the Nature Conservancy; American River Parkway (Sacramento); UMOM Homeless Shelter (Phoenix); The Wellness Community; and Children's Burn Center. Aspen's past, present, and planned support of non-profit and non-governmental organizations are effective contributions towards increased social sustainability.

Volunteerism and Community Outreach. Aspen's culture is highly focused on team-oriented collaboration and sharing of information. We believe that this unique environment inspires Aspen team members to contribute towards our collective goal of environmental and social sustainability. In support of team members' volunteer and outreach efforts, Aspen maintains a corporate policy which allows each team member one paid day per year to participate in volunteer activities. Some of the programs and organizations that Aspen team members have been involved with include but are not limited to the following: Boyce Thompson Arboretum; Audubon Society Christmas Bird Count; Breathe California; Paint



Community involvement is an important part of Aspen's sustainability philosophy.

the Town (Sacramento); America Reads; Habitat for Humanity; San Diego Stream Team; Preserve Calavera; Oak Park MOMS Club; Club West Youth Track; A-T (Ataxia-Telangiectasia) Medical Research Foundation; AYSO Santa Barbara; Bluestar Baseball League; Frank Lloyd Wright's Hollyhock House at Barnsdall Park in Hollywood; Getty Center, Los Angeles; Girl Scouts Spanish Trails Council; Los Padres National Forest; North Hills West Neighborhood Council; Pine Mountain Club; Emergency Preparedness Committee; Noxious weed control program; Birding Association; Ridge Route Historical Society; Sierra Club; Signs of Hope; and USGS Breeding Bird Survey.

4. Goals towards Sustainable Development

In accordance with our philosophy on sustainability, Aspen is constantly exploring new opportunities to minimize our ecological footprint and maximize our contribution towards environmental and social sustainability. In addition to our past and current sustainability actions, Aspen is continually working to expand our contributions towards sustainable development. Following is a summary of our key goals and expected outcomes.

Sustainability Goal	Description / Expected Outcome
Accountability	In order to more directly focus our sustainability actions and increase the effectiveness of our efforts, one of Aspen's primary goals is to develop and implement a system of accountability which reflects quantitative inputs and outcomes of our sustainability efforts.
Reduction of Energy and Fossil Fuel Consumption	Although many of Aspen's current practices are effective in reducing the intensity of our energy and fossil fuel consumption, we believe that improvements in efficiency and further reduction in consumption are always possible.
Expand Community Involvement Activities	Aspen has witnessed the direct benefits of our efforts in community outreach and involvement with non-profit and non-governmental organizations; we look forward to continuing and expanding these efforts to increase our contribution towards social sustainability.
Increase Internal Communication	The maximization of communication among Aspen's team members is a primary goal for Aspen because the internal sharing of information and collaboration of efforts will help to maximize our contributions towards environmental and social sustainability.

The goals described above are indicative of the future of sustainability actions and efforts that Aspen is looking forward to shaping for our team members, our natural environment, our community, and ultimately for our world.



Aspen looks forwards to improving our efficiency in resource consumption and continually increasing our contribution to environmental and social sustainability.