

Annual Sustainability Report

2020



OUR COMMITMENT

At Cascade Energy, we are firmly committed to conducting our business in a sustainable and responsible manner, ensuring both the health and safety of our employees and the protection of the environment. We are dedicated to bringing transformative change to our business and our industry through continuous improvement of our services and operations.

In 2016, Cascade established an internal Green Team to lead its sustainability efforts. This report describes Green Team results for 2020 as well as 2021 goals and objectives. Please see our full Sustainability and Environmental Statement at cascadeenergy.com/sustainability.

DRIVING ENERGY SAVINGS

Cascade's primary sustainability priority is to assist and motivate our customers to achieve their energy efficiency goals. In 2016, Cascade established a goal to deliver 900 aMW (7.9 billion kWh) of energy savings by 2028. We will do this by providing best-in-class energy engineering and energy management services to our customers.

Energy Savings 2016-2028

| | CUMULATIVE SAVINGS (aMW) | | ANNUAL SAVINGS (aMW) | |
|------|--------------------------|----------|----------------------|----------|
| | Goal | Achieved | Goal | Achieved |
| 2016 | 40 | 40.3 | 40 | 40.3 |
| 2017 | 85 | 85.4 | 45 | 45.1 |
| 2018 | 132 | 133.9 | 47 | 48.5 |
| 2019 | 186 | 196.1 | 54 | 62.2 |
| 2020 | 244 | 260.1 | 58 | 64 |
| 2028 | 900 | | | |

OUR PROGRESS



2020 ACHIEVEMENTS

Host a Bulk Electronics Recycling Event

Establish a Policy of Purchasing Carbon Offsets for Business Travel

Improve the Sustainability of the Kitchens and Bathrooms

Maintain Portland's Sustainability at Work Certification

GOAL 1**Host a Bulk Electronics Recycling Event**

Cascade, like many organizations, goes through a significant amount of electronics. We believe we can lead by example in our community and recycle many of these hard to recycle items.

Objectives

- Organize a one-time bulk electronics recycling event for the Portland office, extending it to the whole Eastside Exchange building if possible.
- Track pounds/numbers/types of items recycled.
- Pass on advice and lessons learned to remote offices to facilitate similar events within Cascade's remote office communities.

Status – INCOMPLETE

COVID-19 workplace safety precautions kept our teams home for the majority of 2020. We were not able to organize a recycling event for the Portland office building.

Next Steps

The Green Team will plan an electronics recycling event once we are back in the office, and in the meantime will explore virtual alternatives.

2020 Above and Beyond Objectives**AAB GOAL 1****Continue to Bike More**

Continue to participate in the Bike More Challenge.

Accomplishments

- While Cascade did not participate in the Bike More Challenge in 2020 (due to limited office trips and stay-at-home guidelines), we did set up a shared Strava Leaderboard where 25 employees shared their swim/bike/run/walk workouts. We plan to participate in the Bike More Challenge in future years.

GOAL 2**Establish a Policy of Purchasing Carbon Offsets for Business Travel**

Business Travel is the largest contributor to Cascade's carbon footprint. To act as a sustainability leader, Cascade should take steps to reduce or mitigate its significant GHG sources.

Objectives

- Research reputable options for purchasing carbon offsets.
- Establish expected cost to offset 100% of business travel emissions.
- Author a written policy for Cascade to begin offsetting business travel emissions in 2020.
- Explore policies to provide options to reduce emissions through alternative travel options when possible (i.e. car, bus, train instead of air travel).

Status – PARTIAL COMPLETION**Results**

Cascade selected Natural Capital Partners as our greenhouse gas emissions offset partner. We invested in funding greener practices among small- and medium-sized industrial manufacturers and construction contractors that use Hydrofluorocarbons (HFCs). This project helps manufacturers transition to low global warming potential (GWP) materials. Investment in this US-based project offset our 2019 business travel emissions.

Next Steps

The Green Team will perform a carbon footprint calculation for 2020 and will purchase carbon offsets for our 2020 business travel.

GOAL 3**Improve the Sustainability of the Kitchens and Bathrooms**

Large amounts of waste are generated in kitchens and bathrooms. In an effort to reduce this waste, the Green Team has established a goal to evaluate several options to improve the sustainability and reduce the waste of the kitchens and bathrooms. With the change to majority remote work during the COVID-19 pandemic, the Green Team will shift focus to educate and share best practices for working in home offices.

Objectives

- Evaluate “tree-free” paper towel and toilet paper options.
- Evaluate alternatives to paper towels in bathrooms (air dryers, hand towels, etc.).
- Research feasibility of a “Waste Audit” to provide further insight on how to reduce waste.
- Reduce electricity consumed by kitchens and bathrooms in all offices by reducing or shutting-off non-essential appliances.
- Share best practices to all employees on energy efficiency tips while working at home.

Status – PARTIAL COMPLETION**Results**

The Green Team worked with office managers to shut off non-essential appliances such as the drink fridge and battery backup power banks. We also adjusted thermostats to save energy in offices with low occupancy. The Team also shared energy-saving tips with Cascade employees working from home and posted energy-saving tips on LinkedIn.

Cascade’s Utah office saw a 39% reduction in electricity usage between 2018 and 2020. They continue to look for ways to reduce their impact by using products like metal utensils and recycled copy paper.

Next Steps

As employees begin to return to offices, we will continue to look into sustainable bathroom and kitchen product options.

GOAL 4**Maintain Portland’s Sustainability at Work Certification**

This certification, originally obtained by Cascade’s Portland office in 2016, expired at the end of 2020.

Objectives

- Meet with the City of Portland to review requirements to maintain certification.
- Complete all requirements to maintain certification.

Status

The Sustainability at Work certification program ended in 2020. Cascade’s Gold certification is valid until 2023.

Next Steps

The Green Team will research other sustainable office certifications and determine if we should apply for a different designation. We will examine a nationwide certification that could cover all of our office locations.

2020 Above and Beyond Objectives**AAB GOAL 2****Bolster Sustainability Training/Onboarding**

We recognize that a significant factor in whether Cascade reduces our environmental impact relies on every-day decisions of individual employees. To that end, we want to ensure we start on the right foot and give every Cascadian the resources and opportunity to make an impact and have their voice heard.

Accomplishments

- Reviewed and updated the Sustainability portion of new employee onboarding process
- Included Environmental Statement, Sustainability Report, and Green Team information in future employee onboarding resources.

GOAL 1**Select a Carbon Offset Partner,
Purchase Business Travel Offsets**

To build on our sustainability goals from 2019 and 2020, in 2021 we plan to once again work with a carbon offset partner firm and purchase credits to offset our business travel and office energy usage for 2020 and to formalize this objective through policy and procedure to ensure persistence.

Objectives

- Author a written policy and procedures for calculation and purchase of offsetting credits related to Cascade's business travel and office energy use.
- Purchase offsets to cover 2020 business travel and office energy usage.

GOAL 2**Return to Offices
in a Sustainable Fashion**

Once in-person restrictions have been lifted and Cascadians return to the office, we will continue to pursue efforts to make our operations more sustainable.

Objectives

- Research more sustainable kitchen and bathroom materials
- Organize an electronics recycling event
- Restart the alternative transportation program and lottery
- Share sustainability tips with the entire Cascade team

GOAL 3**Complete Annual GHG
Inventory Reporting**

A common saying in sustainability is "You can't reduce what you don't measure." In that vein, we will complete an inventory of our GHG usage and will include it with the Sustainability Report.

Objectives

- Complete GHG inventory for 2020 and begin collecting data on 2021 activities.
- Share information about our GHG inventory as a part of Sustainability reporting.

GOAL 4**Research Sustainability Certification**

With the Portland Sustainability at Work program ending in 2023, Cascade should research a replacement green business designation—preferably one that can be applied to our offices nationwide.

Objectives

- Research green business certifications
- Apply for a new green business designation

2021 Above and Beyond Objective**Employee Awareness & Engagement**

With the increasingly distributed nature of our work, visibility to the Green Team and work on sustainability at Cascade has decreased. Increasing our sharing of accomplishments, ideas for personal sustainability, and employee awareness and dialog on the topic will increase engagement and involvement in green initiatives both in the office and at home.

To reach this AAB objective, the Green Team would provide a news post to the company at least quarterly describing accomplishments as well as sharing sustainability news, events, and best practices.

2019

| Goal | Objectives | Result |
|---|--|--|
| Promote Alternative Transportation | <ul style="list-style-type: none"> Reduce the overall emissions associated with employee commuting by promoting alternative transportation, as well as company participation in events such as the Bike More Challenge. Drive awareness and adoption of transportation alternatives. Incentivize use of alternatives and proactively manage limited parking resources. | <p>COMPLETE</p> <p>A Parking Working Group initiated a pay-for-parking system for the Portland office that financed a weekly and quarterly raffle, where Cascadians who used alternative transportation or utilized street parking were eligible to win.</p> <p>Bike More Challenge</p> <p>30 Cascadians participated (down from 37 in 2018), logging 3,900 miles (up from 3,554) during this challenge, with over 500 individual trips (up from 400).</p> |
| Calculate Carbon Footprint | <ul style="list-style-type: none"> Establish scope and procedures to calculate and track Cascade's carbon footprint as a comprehensive indicator of Cascade's environmental impact and include results in 2019 Sustainability Report | <p>COMPLETE</p> <p>We completed a robust GHG inventory, incorporating Scope 1, Scope 2, and Scope 3 (Business Travel) emissions that are the result of Cascade's operations during 2018 and 2019. Overall, Cascade's emissions decreased 0.1% between 2018 and 2019. The largest contributor to our emissions was Business Travel, accounting for 72.7% of total emissions in 2019.</p> |
| Share Expertise in the Community | <ul style="list-style-type: none"> Perform a tune-up and volunteer at a local non-profit. | <p>COMPLETE</p> <p>Two Cascadians performed a tune-up at Urban Gleaners. This non-profit located in Portland, OR rescues excess food from bakeries, restaurants, grocery stores, and catered events and gets the food into the hands of schoolchildren.</p> |
| Expand Green Team Engagement Across all Cascade Offices | <ul style="list-style-type: none"> Identify volunteers to act as Green Team Representatives at each office around the country. | <p>COMPLETE</p> <p>We identified Representatives at each of Cascade's eight remote offices during 2019.</p> |

2018

| Goal | Objectives | Result |
|--|---|--|
| Share Expertise in the Community | <ul style="list-style-type: none"> Survey staff to discover opportunities and identify staff to lead this effort. Arrange at least one site visit to a community facility to provide no-cost energy-efficiency expertise. | <p>DEFERRED</p> <p>Based on a staff survey, 9 regional facilities were identified as potential candidates. Further investigation into savings opportunity reduced the list to 1-2 top candidates. However, no site visits were conducted in 2018.</p> |
| Improve Internal Awareness of Sustainability Efforts and Resources | <ul style="list-style-type: none"> Work with HR to incorporate sustainability into the onboarding process. Update Green Team internal website to highlight internal sustainability resources. Highlight sustainability efforts/opportunities in a company-wide email at least quarterly. | <p>COMPLETE</p> <p>The onboarding and new office set up checklists were updated. Green Team internal webpages were updated. End-of-year brown bag was well-attended and well-received.</p> |
| Deepen our Engagement with Suppliers on Sustainability Practices | <ul style="list-style-type: none"> Review Procurement and Subcontractor Diversity Forms and update, as necessary. Define which department(s) is responsible for managing procurement and/or subcontracting and re-distribute form. Track and report responses. Develop strategy for further engagement of suppliers based on responses. | <p>COMPLETE</p> <p>Diversity and Sustainability Procurement Form was revised and distributed as an online survey. The Operations team is monitoring responses and a report of results is in progress.</p> |
| Ban the Bottle | <ul style="list-style-type: none"> Establish method(s) for tracking water bottle purchases. Ban purchase of water bottles for office use. Supply reusable cups and water bottles. Request caterers and event hosts to use alternatives to disposable water bottles when possible. If water bottles are provided at external events, engage Cascade trainers/organizers to increase recycling rate. | <p>COMPLETE</p> <p>All offices received a Green Catering toolkit. In 2018, Cascade avoided almost 800 single-use plastic bottles and reduced single use bottle water costs by over 94%.</p> |

2017

| Goal | Objectives | Result |
|--|---|---|
| Reduce Paper Use | <ul style="list-style-type: none"> Set all IT-managed and -supported printer defaults to double-sided printing. Inventory current paper supply. Collect expenses/receipts for 2016 and 2017 to track paper purchasing. | <p>COMPLETE</p> <p>Printing costs decreased from \$241 to \$173 (per employee) despite increased costs for better quality toner.</p> |
| Expand Engagement Efforts Beyond Portland Headquarters | <ul style="list-style-type: none"> Establish Executive commitment and leadership. Establish a cross-functional team that meets quarterly and reports annually. | <p>COMPLETE</p> <p>6 out of 7 offices implemented at least one action item (AI) for a total of 15 AIs completed.</p> |
| Engage Suppliers on Sustainability Practices | <ul style="list-style-type: none"> Develop Diversity and Sustainability Procurement Form. Request all subcontractors, consultants, vendors, and suppliers complete and return form. Track and report results. | <p>COMPLETE</p> <p>Diversity and Sustainability Procurement Form developed and set to all subcontractors, consultants, vendors, and suppliers.</p> |
| Share Expertise with the Community | <ul style="list-style-type: none"> Review and identify opportunities to share our energy-efficiency expertise with the community. Define and implement a more robust program for implementation in 2018. | <p>DEFERRED TO 2018</p> |

2016

| Goal | Objectives | Result |
|--|---|---|
| Develop Annual Progress Report | <ul style="list-style-type: none"> Establish baseline energy usage for 2016. Determine one to two strategies for 2017 to monitor, track, and report progress. Develop and distribute annual progress report. | <p>COMPLETE</p> <p>2016 report available here.</p> |
| Resume Green Team Activity | <ul style="list-style-type: none"> Establish executive commitment and leadership. Establish a cross-functional team that meets quarterly and reports annually. | <p>COMPLETE</p> |
| Create a Cascade Energy Sustainability and Environmental Statement | <ul style="list-style-type: none"> Develop a statement supported by executive leadership and shared with all staff that defines company goals, commitment, and action plan to support sustainability efforts. | <p>COMPLETE</p> <p>Statement published to website.</p> |
| Reduce Energy Use | <ul style="list-style-type: none"> Install automated lighting controls throughout Portland office. Increase sustainability best practices communication with employees. | <p>Drove down energy use at Portland HQ 9.6% between 2014 and 2016.</p> |

Attachment 1

2020 Greenhouse Gas Inventory



For the 2020 calendar year, Cascade Energy completed its second robust Greenhouse Gas (GHG) inventory, according to GHG Protocol standards.

The inventory includes

SCOPE 1 – Direct Emissions

SCOPE 2 – Purchased Electricity Emissions

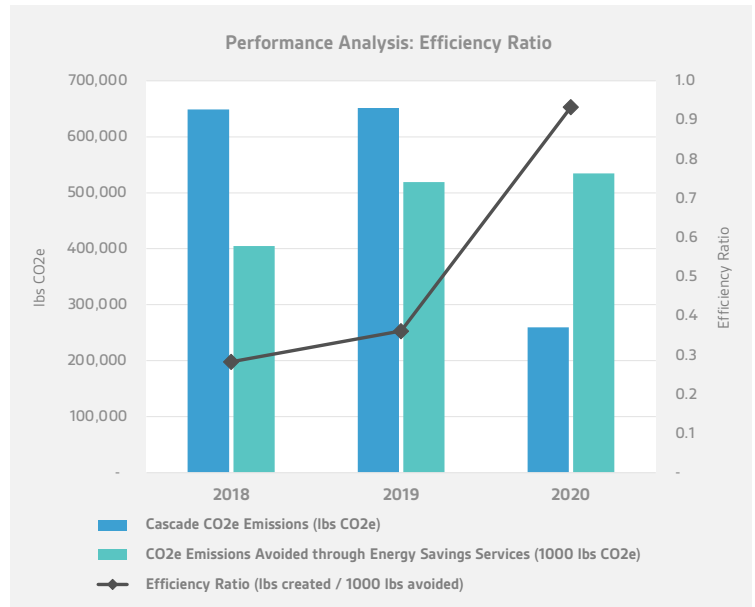
SCOPE 3 – Business Travel Emissions

For 2020, we are reporting **259,773 lbs CO₂e** in GHG emissions, which is 60% less than our 2019 emissions (645,714 lbs CO₂e). We can attribute this decrease to the halt in business travel due to public health restrictions.

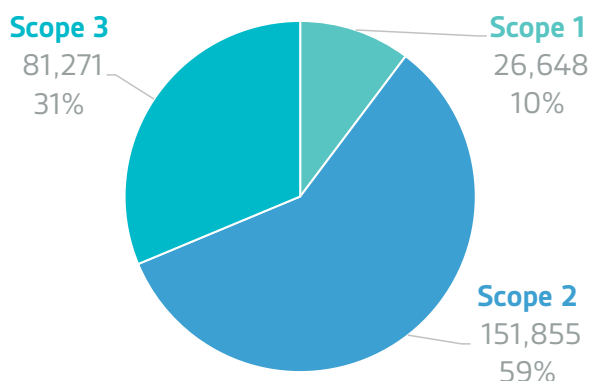
Our chosen performance metric, the Efficiency Ratio, measures 1000 lbs CO₂e avoided (through our energy efficiency work) per lbs CO₂e created. With over 54 million lbs CO₂e saved in 2020, the ratio improved 158% from 0.36 to 0.93.

We flipped the calculation of the efficiency ratio from our 2019 report to show that our performance is actually improving over time with a line trending upwards.

2018 - 2020 Emissions



2020 Emissions by Scope (lbs CO₂e)



2020 Scope 3 Emissions by Activity (lbs CO₂e)

