

# 2017 Annual Sustainability Report

## OUR COMMITMENT

Cascade is committed to increasing our company's sustainability and decreasing our environmental impact through continued improvements to our business practices and operations. Our action plan focuses on challenging yet achievable goals, coordinated and thoughtful implementation, and robust tracking and follow-through.

## Driving Energy Savings

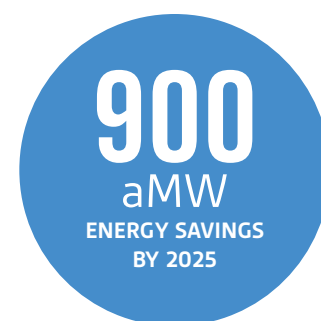
Cascade's number one sustainability priority is to assist and motivate our customers to achieve their energy-efficiency goals. In 2016, Cascade established a goal to deliver **900 aMW** (7.9 billion kWh) of energy savings by 2025. We will do this by providing best-in-class energy engineering and energy management services to our customers.

In addition to delivering quality programs and energy-efficiency services to our customers, Cascade seeks to continuously improve internal operations. Each year we publish an annual sustainability report that summarizes the past year's achievements and outlines at least two sustainability action items for the coming year.

Year	Annual Savings Goal (aMW)	Annual Saving Achieved (aMW)	Cumulative Savings Goal (aMW)	Cumulative Savings Achieved (aMW)
2016	45	40.3	45	40.3
2017	52	43.7	97	84.0
2018	46		143	
2025			900	

In 2016, Cascade established an internal Green Team to lead its sustainability efforts. Appendix A outlines past sustainability action items completed by the team. Green Team goals, objectives, and results for 2017 are described below.

## OUR GOAL



## 2017 ACHIEVEMENTS

- Reduce Paper Use
- Expand Efforts Beyond Portland Headquarters
- Engage Suppliers on Sustainability Practices

## 2018 GOALS AND OBJECTIVES

- Share Expertise with the Community
- Improve Internal Awareness of Sustainability Efforts and Resources
- Deepen Engagement with Suppliers on Diversity and Sustainability
- Sustainability at Work Across Cascade Offices
- Bike More
- Ban the Bottle

## 2017 Achievements

### GOAL 1 • Reduce Paper Use

- Objectives**
- 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.
- Status** Completed
- Results** Printing costs, including toner, paper, and printing services, decreased from \$241 to \$173 (per employee) despite increased costs for better quality toner.
- Next Steps** Continue tracking printing costs to determine whether savings persist.

### GOAL 2 • Expand Engagement Efforts Beyond Portland Headquarters

- Objectives**
- Identify potential areas for improvement for each of our seven territory principal offices.
  - Implement at least two action items (AIs) at each office.
  - Encourage those working from home and territory offices to participate.
- Status** Completed
- Results**
- Six out of seven offices implemented at least one AI for a total of 15 AIs completed.
  - Chicago switched to using green cleaning supplies.
  - Eugene changed bathroom lights to LEDs.
  - Boise had one employee switch to telecommuting.
  - Salt Lake City switched to reusable dishware and moved to a new office with automated lights.
  - Issaquah started composting and recycling printer toner; turned down the heating setpoint to 55° F on weekends; replaced a 3-lamp T-8 always-on emergency light with a higher efficiency fixture; carpooled; reduced paper towel use; stopped using a single-cup coffee machine; and started an e-waste bin.
- Next Steps** Engaging principal and remote/home offices in sustainability practices will continue to be a focus for 2018.

### GOAL 3 • Engage Suppliers on Sustainability Practices

- Objectives**
- Develop Diversity and Sustainability Procurement Form.
  - Request all subcontractors, consultants, vendors, and suppliers complete and return form.
  - Track and report results.
- Status** Completed
- Results** Diversity and Sustainability Procurement Form developed and sent to subcontractors, consultants, vendors, and suppliers.
- Next Steps** In 2018, particular focus will be on improving processes for tracking responses and developing strategy for further engagement of suppliers based on responses.

## 2017 Achievements continued

### GOAL 4 • Share Expertise with the Community

<b>Objectives</b>	<ul style="list-style-type: none"><li>• Review and identify opportunities to share our energy-efficiency expertise with the community.</li><li>• Define and implement a more robust program for implementation in 2018.</li></ul>
<b>Status</b>	Deferred to 2018
<b>Results</b>	Not applicable
<b>Next Steps</b>	Reinstated as a 2018 goal.

## Achievements: Above and Beyond 2017 Goals

### Sustainability at Work Certification

In addition to our four 2017 goals, Cascade also achieved the City of Portland's [Sustainability at Work](#) Gold-level certification for our Portland headquarters. Cascade documented 48 of 61 sustainability actions in categories such as community engagement, water use reduction, energy use reduction, alternative transportation, employee engagement, and reduce/reuse/recycle.

### Bike More Challenge 2017

Cascade staff across five offices participated in the [Love to Ride Oregon](#) Bike More Challenge. In the month of May, nearly 30 staff members cycled a total of 2,869 miles, resulting in 1,537 lbs CO<sub>2</sub> avoided.

## 2018 Goals and Objectives

### GOAL 1 • Share Expertise with the Community

- Description** Cascade has a unique opportunity to provide energy-efficiency expertise in our local communities. Helping non-profit organizations in our community decrease their energy use allows funds that would have been spent on their energy bills to be reallocated to providing valuable goods and services.
- Objectives**
- Survey staff to identify opportunities and identify staff champion to coordinate this effort.
  - Arrange for at least one site visit to a community facility to provide no-cost energy-efficiency expertise.

### GOAL 2 • Improve Internal Awareness of Sustainability Efforts and Resources

- Description** As Cascade continues to grow, improve awareness of and access to the numerous sustainability resources and policies already in place. Raise the profile of the Green Team's actions and Cascade's sustainability performance, including achievements and opportunities for improvement.
- Objectives**
- Work with Human Resources to incorporate sustainability into the onboarding process.
  - Update Green Team internal website to highlight internal sustainability resources.
  - Highlight sustainability efforts/opportunities in a companywide update at least quarterly.

### GOAL 3 • Deepen our Engagement with Suppliers on Diversity and Sustainability

- Description** Improve Diversity and Sustainability Procurement Form content, ownership, and response reporting.
- Objectives**
- Review form and update as necessary.
  - Define which department(s) is responsible for managing procurement and/or subcontracting and re-distribute form.
  - Track and report findings.
  - Develop strategy for further engagement of suppliers based on responses.

### GOAL 4 • Sustainability at Work in All Offices

- Description** Cascade has multiple territory offices and remote/home offices across seven states, all with differing sustainability capabilities. Engaging these locations will support a better understanding of the particular opportunities and challenges at each office, improve employee engagement and strengthen the Cascade community, and raise awareness of sustainability issues beyond Portland HQ.
- Objectives**
- For each territory office, use the City of Portland's Sustainability at Work checklist to establish a sustainability baseline and identify two to three potential areas for improvement.
  - Develop an action plan for each territory office, including a commitment to implementing at least one action item.
  - Collect quarterly action-item implementation updates from each territory office and provide support where possible.

## 2018 Goals and Objectives continued

### GOAL 5 • Bike More

- Description** Increase employee participation and mileage in the 2018 Love to Ride Oregon Bike More Challenge.
- Objectives**
- Designate a Bike More Challenge Champion to share updates and track progress towards goal (33% participation and 400 commute trips).
  - Before May, send reminder of upcoming challenge and share last year's achievements.
  - Send reminders, encouragement, and highlight achievements throughout the month of May.

### GOAL 6 • Ban the Bottle

- Description** Reduce use of disposable plastic water bottles both internally and at external events.
- Objectives**
- 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.

# Appendix A.

Past Green Team Action Items and Results

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## 2016 Results

### Develop Annual Progress Report

- 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.

**Results** - Complete - [2016 report available here](#).

### Resume Green Team Activity

- Establish executive commitment and leadership.
- Establish a cross-functional team that meets quarterly and reports annually.

**Results** - Complete

### Create a Cascade Energy Sustainability and Environmental Statement

- Develop a statement supported by executive leadership and shared with all staff that defines company goals, commitment, and action plan to support sustainability efforts.

**Results** - Complete - Statement published to [website](#).

### Reduce Energy Use

- Install automated lighting controls throughout Portland office.
- Increase sustainability best practices communication with employees.

**Results** - Drove down energy use at Portland HQ 9.6% between 2014 and 2016